

# San Diego City Council

## Water Policy Implementation Task Force

July 31, 2013

President and Members of the City Council  
City of San Diego  
202 "C" Street  
San Diego, California 92101

Re: Report of Water Policy Implementation Task Force

Honorable President and Members of the City Council:

The Water Policy Implementation Task Force is pleased to present you with our report and recommendations. We look forward to discussing this material in future hearings and workshops and hope to see many of our recommendations quickly adopted as policies and ordinances of the City of San Diego.

The City Council appointed our Task Force on April 10, 2012, for the purpose of advising the Council with regard to implementation of the Council's Comprehensive Policy for a Sustainable Water Supply in San Diego (Policy No. 400-15), which was adopted unanimously in October 2011. The Task Force was constituted to represent a broad cross-section of the private sector industries in the City, as well as environmental interests and the academic community. A list of Task Force members is attached.

1. Task Force Process and Actions.

Commencing in May 2012, the Task Force has met monthly. We underwent an initial educational period, in which the Task Force received presentations from staff in the Public Utilities Department and other public agencies, as well as from private experts in pertinent areas. In the months since then, we have debated and adopted an extensive set of specific recommendations for implementation of the City Council's adopted water supply policies.

Our deliberations and actions have been premised on the City Council's recognition that San Diego's water supply faces great uncertainty unless actions are taken to reduce our water consumption, to apply new technologies to addressing our water needs, to secure sufficient supplies to meet the remaining needs, and to pursue sustainable land use and economic growth policies. Consequently, in formulating our recommendations, we balanced two important considerations--improving the sustainability of our water use practices and ensuring a clean, reliable water supply sufficient to meet the needs of our residents, businesses and institutions.

During the course of our deliberations, we made two interim reports to the City Council's Natural Resources and Culture Committee, on October 10, 2012 and February 19, 2013. On each of those occasions, on behalf of the Task Force, I presented the recommendations adopted to date and briefed the Committee on our overall progress.



I am pleased to report that our recommendations regarding goals and priorities have been adopted largely by consensus. While the diversity of representation on the Task Force has produced lively debate on many issues, and occasionally has required compromise, it has not kept us from carrying out our assigned duties in a collegial and productive manner.

We have reached consensus by operating through four Working Groups, focusing on:

- Water Conservation
- Water Recycling
- Effective Rate Structure
- Innovation and Technology.

Each Working Group has generated proposals for consideration by the full Task Force. In addition, we have considered proposals from city departmental staff and from members of the public.

2. Goals and Recommendations.

The full set of our recommendations is attached. With each recommendation is a proposed implementing action for that recommendation and proposed timing for that implementation. Also attached is a complete set of Records of Action from our meetings over the past year, to provide further context for our recommendations.

We would like to present some highlights of our report. First, we identified five overarching goals which provide a context for the specific recommendations. These goals address the following:

- Reducing importing of water
- Increasing recycling of waste water
- Initiating recycling of storm water
- Mitigating environmental consequences
- Reducing overall citywide water consumption.

In each Task Force area of focus, we adopted some particularly significant recommendations. The full text of all recommendations is attached, but we want to summarize the more significant ones here. These include:

a. Water Conservation.

- i. Establishing an ongoing program to create a "water conservation ethic" among the general public
- ii. Modifying the City's drought alert standards
- iii. Promoting use of water-conserving landscaping
- iv. Strengthening requirements for retrofitting homes with water-conserving fixtures at resale



- v. Using new technology to facilitate tracking by property owners of indoor and outdoor water use
- vi. Implementing incentives for sustainable development, including for reductions in water use
- b. Water Recycling and Reuse.
  - i. Replenishing groundwater basins with storm water
  - ii. Promoting low-impact development to reduce storm water runoff
  - iii. Expanding production of potable water through recycling, in accordance with the City's 2012 Recycled Water Study
  - iv. Supporting legislation to facilitate both direct and indirect potable reuse
  - v. Facilitating use of graywater for irrigation
- c. Rate Structure.
  - i. Modifying the current tiered rate structure to incentivize conservation
  - ii. Moving toward water budgeting for irrigation accounts
- d. Innovation and Technology.
  - i. Reducing water loss throughout the city system
  - ii. Leveraging current water treatment technology to assist development of new related technologies
  - iii. Applying existing technologies to reduce energy consumption in the water distribution system
  - iv. Taking embedded energy implications into account in future water supply decisions
  - v. Establishing clear guidelines for on-site wastewater treatment and reuse facilities
  - vi. Accelerating retrofitting of water meters citywide with advanced metering infrastructure (AMI) technology.

We have been pleased to see some of our early recommendations adopted by the City Council already, prior to delivery of this report. The Council's actions to advance full-scale implementation of potable reuse of wastewater and to facilitate use of graywater are consistent with Task Force recommendations.

3. Remaining Steps.

The attached Goals and Recommendations are the product of our year-long efforts to formulate a plan for implementing the City Council's water supply policies. We

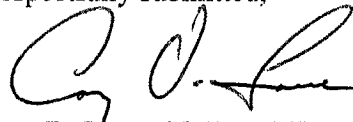


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have not addressed every individual policy, but have concentrated on recommendations intended to facilitate implementation of your set of policies as a whole.

Thank you for the opportunity to have participated in this process. At your direction, we have presented our report to the Independent Rates Oversight Committee so that they may comment on it. We understand that Public Utilities Department staff and others also will have comments regarding our work. At the appropriate time, we look forward to formally presenting this report to you and to commencing the process of City Council review, leading to adoption of some or all of our recommendations.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "C. D. Lowe", written over a horizontal line.

Cary D. Lowe, Ph.D., AICP  
Task Force Chairman

CDL:sh  
Attachments





## WATER POLICY IMPLEMENTATION TASK FORCE MEMBERSHIP

### Members:

Cary Lowe, Law Office of Cary Lowe, Chair  
Glenn Schmidt, Schmidt Design Group, Vice Chair  
Gordon Hess, Gordon Hess & Associates, Secretary  
Faith Picking, BIOCOM  
Julia Chunn-Heer, Surfrider Foundation  
Bruce Rainey, Scripps Healthcare  
Keith Solar, Buchanan Ingersoll & Rooney  
Dawn Guendert, GHD  
Corrine Brindley, SeaWorld  
Konstantine Georgakakos, Hydrologic Research Center  
Robert Thiele, Robert Thiele Architecture

### Representation

Building and Facilities Industry  
Landscaping Industry  
Ratepayer Advocacy  
Biotechnology and Life Sciences  
Environmental Advocacy  
Hospitals and Healthcare  
Water Law  
Water Technology and Hydrology  
Hotels, Restaurants and Tourism  
Water Supply and Climate Research  
Business and Economic Development

### Resigned and Replaced:

Tim Barnett, Scripps Institution of Oceanography  
Douglas White, Cricket Communications

Water Supply and Climate Research  
Business and Economic Development



# San Diego City Council Water Policy Implementation Task Force

## Goals and Recommendations

<p><b>GOAL NO. 1, REDUCTION IN TOTAL IMPORTED WATER</b></p> <p>Based on anticipated delivery of approximately 200,000 acre feet of imported water from the County Water Authority in 2015, reduce the volume of purchases of water originating outside the County 12% by 2025 and 35% by 2035.</p>
<p><b>GOAL NO. 2, INCREASE IN TOTAL RECYCLED WATER</b></p> <p>Increase production of recycled water to 10% of total treated water delivered within the City by 2025 and 35% of total by 2035. Adjust these goals upward if potable reuse is increased at a greater rate than currently anticipated.</p>
<p><b>GOAL NO. 3, RECYCLING STORM WATER</b></p> <p>Establish a program for treatment and recycling of storm water, based on a collaborative study between the Public Utilities Department and the Transportation &amp; Storm Water Department, with a goal of commencing implementation of such a program by 2020.</p>
<p><b>GOAL NO.4, MITIGATING ENVIRONMENTAL CONSEQUENCES</b></p> <p>Consider the tradeoffs between expanding multiple benefits and potential environmental consequences in water management.</p>
<p><b>GOAL NO. 5, REDUCTION IN USE</b></p> <p>The Task Force acknowledges the substantial progress the residents and businesses of San Diego have made in meeting the state mandated goal of reducing per capita water consumption by 20 percent by 2020. With implementation of the recommendations made by the Task Force, including the proposed Potable Reuse Project, the Task Force believes that it is possible to expand this goal and achieve a 35 percent reduction in calculated per capita water usage by the year 2035.</p>



RECOMMENDATIONS	PERFORMANCE STANDARD	TIMING
<b>CONSERVATION</b>		
<p><b>RECOMMENDATION NO. C1, Permanent Voluntary Drought Standard</b>            Modify Emergency Water Regulations as required to update and clarify text in the document, to make the current Level 1 Drought Alert a permanent voluntary standard. Examples of modifications may include, but are not limited to:</p> <ul style="list-style-type: none"> <li>a. Modifying and renaming the Level 1 Drought Alert to a permanent voluntary standard.</li> <li>b. Modifying the other stages of Drought Alert as required to clarify standards.</li> <li>c. Clarifying standards for non-potable water use during Drought Alerts.</li> </ul> <p>Include an alternative compliance application process for all drought alert levels for large water users such as parks, cemeteries, and golf courses.</p>	City Council Action	Immediately
<p><b>RECOMMENDATION NO. C2, Water Conservation Code Modification</b>            To strengthen the Code and to encourage more water-conserving (e.g., WaterSmart) landscapes in new construction, modify the Water Conservation Code requirement for new landscape construction as follows:</p> <ul style="list-style-type: none"> <li>a. Reduce the Evapotranspiration Factor from 0.7 to 0.6.</li> <li>b. Modify the Plant Factors from "ranges" to specific numbers as follows:               <ul style="list-style-type: none"> <li>• Very Low Water Use Plantings 0.1</li> <li>• Low Water Use Plantings 0.3</li> <li>• Moderate Water Use Plantings 0.5</li> <li>• High Water Use Plantings 0.8.</li> </ul> </li> </ul> <p>Special Use Landscape Areas including parks, edible gardens, and special botanical areas should retain 1.0 ET adjustment factor.</p>	City Council Action	Immediately
<p><b>RECOMMENDATION NO. C3, Water Budget Based Billing</b>            Implement a water budget based billing program for commercial landscape meters. This includes the utilization of Geographic Information Systems (GIS) to quantify irrigated areas and modifying billing systems to charge commercial customers based on a water budget for the size of their irrigated landscape area.</p>	Departmental Preparation of Program City Council Action	Commence Immediately



RECOMMENDATIONS	PERFORMANCE STANDARD	TIMING
<p><b>RECOMMENDATION NO. C4, Water Conservation Ethic</b> Implement a permanent and ongoing water conservation and outreach program. City leaders, elected officials and others should take on the responsibility of helping to create a city-wide water conservation ethic. The City should substantially increase funding for public outreach and education on water conservation, beginning with the next municipal budget cycle, in order to promote conservation on an ongoing basis and not only during drought periods. This is a key factor in creating a citywide water conservation ethic.</p> <p>Provide the City Council Natural Resources and Culture Committee (NRCC) with quarterly updates on conservation efforts and outcomes, much like the status reports regarding water recycling efforts and the Water Purification Project.</p> <p>Examine the education and outreach tactics used in countries such as Australia to achieve their massive reduction in water use.</p> <p>Coordinate regional water consumer education campaigns using the latest research from social psychology that shows what messaging is most effective in influencing thoughtful water use behavior. Water agencies can also work with the private sector to develop public-private partnerships that can help reduce consumer demand.</p>	<p>City Council Budget Action</p> <p>Departmental Research and Report</p>	<p>Next City Budget Cycle</p> <p>Immediately and Ongoing</p>
<p><b>RECOMMENDATION NO. C5, Sustainable Development Incentives</b> Implement the Sustainable Development Incentive Program outlined in the most recent update of Council Policy 600-27. In addition, implement a voluntary (up to 100%) water offset program utilizing significant development incentives.</p>	<p>Departmental Preparation of Program</p> <p>City Council Budget Action</p>	<p>Immediately</p> <p>Next Budget Cycle</p>





RECOMMENDATIONS	PERFORMANCE STANDARD	TIMING
<b>RECOMMENDATION NO. C6, Water Conservation Products</b> In coordination with the San Diego County Water Authority, investigate implementing an outreach and education program that concentrates on home improvement stores and nurseries in the region. Evaluate programs for labeling water conserving products, especially in the landscape industry, such as labeling drought tolerant trees, shrubs and groundcovers.	Departmental Research and Coordination  Possible City Council Budget Action	Immediately  Next Budget Cycle
<b>RECOMMENDATION NO C7, Cash for Grass Program</b> Expand "Cash for Grass" programs to effect real change in the landscape, with a goal of converting 1,000 residential and 200 commercial sites per year to water conserving landscapes.	Departmental Research and Report  Possible City Council Budget Action	Immediately  Next Budget Cycle
<b>RECOMMENDATION NO. C8, Conservation Equipment Rebates</b> Investigate expanding rebate programs for indoor or outdoor water-conserving fixtures and equipment that would be cost effective and successful.	Departmental Research and Report  Possible City Council Budget Action	Commence Immediately  Next Budget Cycle
<b>RECOMMENDATION NO. C9, Retrofit at Resale</b> Modify Municipal Code Section 147.04 to require retrofit at resale of all plumbing fixtures to water conserving fixtures, including replacing toilets that utilize greater than 1.6 gallons per flush.	City Council Action	Immediately
<b>RECOMMENDATION NO. C10, Water Use Monitoring</b> Pursue new technology that provides real-time feedback tracking of indoor and outdoor water consumption for both residential and commercial property owners. Study technologies, and engage in a pilot study if appropriate (at the cost of the vendor), to demonstrate the success of products and methodologies, with the intent of promoting more widespread implementation of this technology.	Departmental Research and Report	Commence Immediately



RECOMMENDATIONS	PERFORMANCE STANDARD	TIMING
<p><b>RECOMMENDATION NO. C11, Tree Benefits</b></p> <p>Promote, support and educate the public regarding the importance of preserving and utilizing low and moderate water use trees, shrubs and groundcover species to maximize environmental and social benefits such as: shade, walkability, stormwater management, erosion control, reduction of urban heat island effects, oxygen production, carbon storage and other public benefits.</p>	<p>Departmental Research and Implementation</p>	<p>Commence Immediately</p>
<p><b>WATER RECYCLING AND REUSE</b></p>		
<p><b>Stormwater</b></p> <p><b>RECOMMENDATION NO. WR1, Stormwater Infiltration</b></p> <p>Direct the Transportation and Stormwater Department and the Public Utilities Department to investigate opportunities for strategic infiltration of stormwater in areas where stormwater could replenish existing groundwater basins. This provides multiple benefits:</p> <ol style="list-style-type: none"> <li>Infiltration may be the most cost-effective manner to address more stringent bacteria total maximum daily loads.</li> <li>Stormwater infiltration could increase the yield of existing groundwater basins and reduce salinity.</li> <li>Stormwater infiltration would benefit the environment by reducing runoff.</li> </ol>	<p>City Council Action Followed by Departmental Research and Report</p>	<p>Immediately</p>
<p><b>RECOMMENDATION NO. WR2, Groundwater Basins</b></p> <p>Direct the Public Utilities Department to increase the focus on characterizing groundwater basins such as the San Pasqual Basin, San Diego Formation and San Diego River System that could be potential local water supplies.</p>	<p>City Council Action Followed by Departmental Research and Report</p>	<p>Immediately</p>



RECOMMENDATIONS	PERFORMANCE STANDARD	TIMING
<p><b>RECOMMENDATION NO. WR3, Pilot Study Funding</b></p> <p>Direct the Transportation and Stormwater Department and the Public Utilities Department to cooperate in investigating potential grant funding for a feasibility and pilot study, such as a multi-beneficial joint project that can be included in the Integrated Regional Water Management Plan for possible Department of Water Resources funding.</p>	<p>City Council Action Followed by Departmental Research and Report</p>	<p>Immediately</p>
<p><b>RECOMMENDATION NO. WR4, LID Demonstration Project</b></p> <p>Explore opportunities to develop a low impact development (LID) "Demonstration Project" in an area with high public traffic and access, such as Balboa Park, that would reduce run-off and also serve to educate the public. Alternatively, consider pursuing a "green streets" project, like the one in Los Angeles which produces multiple benefits and serves as a demonstration site as well.</p>	<p>Departmental Research and Report</p>	<p>Commence Immediately</p>
<p><b>RECOMMENDATION NO. WR5, Stormwater Management</b></p> <p>Direct the Transportation and Stormwater Department to investigate new programs that achieve the following goals:</p> <ul style="list-style-type: none"> <li>a. Funding city-wide stormwater management programs to meet existing and new Regional Water Quality Control Board requirements through the use of a new fee-based program that can be directly correlated to Equivalent Stormwater Units assigned to each individual property.</li> <li>b. Providing incentives, such as a fee reduction, to property owners of new and existing development to maximize the use of low impact development methodologies such as pervious pavement, grass rooftops, rain gardens and trees to minimize stormwater run-off.</li> </ul>	<p>City Council Action Followed by Departmental Research and Report</p>	<p>Immediately</p>
<p><b>Non-Potable Reuse</b></p>		
<p><b>RECOMMENDATION NO. WR6, Non-Potable Reuse Expansion</b></p> <p>Encourage "cost-effective" expansion of non-potable reuse by in-fill within the backbone of the existing system only. ("Cost effective" meaning the City can recover the cost of service.)</p>	<p>Departmental Research and Coordination</p> <p>Possible City Council Budget Action</p>	<p>Commence Immediately</p>



RECOMMENDATIONS	PERFORMANCE STANDARD	TIMING
<p><b>RECOMMENDATION NO. WR7, Recycled Water Rates</b>            Since existing recycled water rates were set at a discounted rate in 2001 and no provision was made for increasing them, and no adjustment to the discounted rate has been made since 2001, revisit the rate structure for users of non-potable recycled water and adjust the rate to recover the cost of service or at least index rates to keep up with increases in other water rates.</p>	<p>Departmental Research and Coordination            Possible City Council Budget Action</p>	<p>Commence Immediately</p>
<p>Potable Reuse</p>		
<p><b>RECOMMENDATION NO. WR8, Recycled Water Study</b>            Move forward with recommended next steps in the 2012 Recycled Water Study.</p>	<p>City Council Action            Followed by Departmental Implementation</p>	<p>Immediately</p>
<p><b>RECOMMENDATION NO. WR9, Water Purification Project</b>            Discuss with the County Water Authority its participation in Phase 2 and Phase 3 of the Water Purification Project as part of a potential future regional water supply, as the advanced treated water from the Water Purification Project will be stored in San Vicente Reservoir, which can serve the region.</p>	<p>Departmental Communications and Report</p>	<p>Immediately</p>
<p><b>RECOMMENDATION NO. WR10, Potable Reuse Regulations</b>            Support legislation to streamline the regulatory process for indirect and direct potable reuse.</p>	<p>City Council Action</p>	<p>Immediately</p>
<p><b>RECOMMENDATION NO. WR11, Direct Potable Reuse</b>            Become an active participant in the Coalition for Direct Potable Reuse.</p>	<p>City Council Action            Followed by Departmental Implementation</p>	<p>Immediately</p>
<p><b>RECOMMENDATION NO. WR12, Reuse Technology Test Site</b>            Offer the Water Purification Demonstration Plant as a site for testing technologies and methodologies to demonstrate the ability to provide real-time monitoring and implement fail-safe process methodology for treating wastewater to potable water quality.</p>	<p>City Council Action            Followed by Departmental Implementation</p>	<p>Immediately</p>





RECOMMENDATIONS	PERFORMANCE STANDARD	TIMING
Graywater		
RECOMMENDATION NO. WR13, No Permit for Basic Systems Maintain the current "no permit" policy for Closed Clothes Washer Systems.	No Action Required	
RECOMMENDATION NO. WR14, Expansion of "No-Permit" Standard Expand the "no permit" requirement to systems used for landscape irrigation that discharge less than 250 gallons a day and consist primarily of systems taking discharge water from washing machines and wash basins and do not include a potable water connection or the use of a pump, or affect other plumbing, electrical, mechanical or building components. Emphasize the use of Best Management Practices to prevent runoff.	City Council Action	Completed
RECOMMENDATION NO. WR15, Permitting Streamline the permitting process for "simple" and "complex systems" that take discharge water from other elements in a residence such as bathtubs and showers that would require more extensive in-house plumbing, electrical or mechanical modifications or use of a pump.	City Council Action	Completed
RECOMMENDATION NO. WR16, Simple Systems Information Direct the Public Utilities Department, in consultation with the Development Services Department, to develop and include information on simple graywater systems in their public outreach materials and social media outreach, including emphasis on use of Best Management Practices to prevent runoff.	City Council Action Followed by Departmental Implementation	Completed
RECOMMENDATION NO. WR17, Complex Systems Oversight Continue oversight of "complex systems" in the purview of the Development Services Department in order to ensure that Plumbing and Building Code requirements are met.	City Council Action	Immediately



RECOMMENDATIONS	PERFORMANCE STANDARD	TIMING
<b>RATE STRUCTURE</b>		
<p><b>RECOMMENDATION NO. RS1, Tiered Rate Structure</b></p> <p>To encourage conservation, retain a tiered rate structure, but with greater cost difference between tiers. For example, some water suppliers that use a three-tiered rate structure charge thirty percent (30%) more for Tier 2 than for Tier 1, and forty percent (40%) more for Tier 3 than for Tier 2.</p>	<p>Departmental Program Development</p> <p>City Council Action</p>	<p>Following Conclusion of Cost of Service Study</p>
<p><b>RECOMMENDATION NO. RS2, Cost of Service Study</b></p> <p>Use the Cost of Service Study being performed for the City by Black and Veatch, to determine how much the City should charge for each tier of water service. (Note: Black and Veatch cautions, however, that the difference between tiers should not be unduly punitive, such as tiers that are 10 or 15 times higher than the base rate.)</p>	<p>Departmental Program Development</p> <p>City Council Action</p>	<p>Following Conclusion of Cost of Service Study</p>
<p><b>RECOMMENDATION NO. RS3, Water-Based Budget for Irrigation</b></p> <p>Continue with studies of a water-based budget for the City's approximately 4,400 irrigation-only accounts. Depending on the results of those studies, include this concept when the City next moves forward with a Proposition 218 notice seeking to increase rates.</p>	<p>Departmental Research and Report</p> <p>City Council Action</p>	<p>Commence Immediately</p>



RECOMMENDATIONS	PERFORMANCE STANDARD	TIMING
<b>INNOVATION &amp; TECHNOLOGY</b> <b>Leak Detection &amp; Technology</b>		
<p><b>RECOMMENDATION NO. IT1, Water Loss Reduction</b>            Improve the quality of the data used to establish water loss performance indicators, such as:</p> <ul style="list-style-type: none"> <li>a. Evaluating accuracy in the determination of the number of service connections and length of water mains.</li> <li>b. Evaluating the potential for errors associated with determination of water input volumes.</li> <li>c. Introducing a program to address unauthorized consumption.</li> <li>d. Introducing a methodology to determine the magnitude for meter under-registration.</li> <li>e. Maintaining separate statistics for leaks and for water used in fire suppression.</li> <li>f. Benchmarking real versus apparent losses.</li> <li>g. Calibrating the City's current model.</li> <li>h. Evaluating pressure reduction through rezoning.</li> </ul>	<p>Departmental Research and Implementation</p>	<p>Commence Immediately</p>
<p><b>RECOMMENDATION NO. IT2, Water Pressure Assessment</b>            Conduct the City's own assessment of potential pressure reduction throughout each pressure zone, if the City has not already done so, by such means as:</p> <ul style="list-style-type: none"> <li>a. Desktop assessment of existing topographic and water supply conditions, including customer base requirements.</li> <li>b. Evaluation and validation of network performance through hydraulic modeling.</li> <li>c. Identification and investigation of potential rezoning opportunities to reduce energy requirements.</li> </ul>	<p>City Council Action Followed by Departmental Research and Report</p>	<p>Commence Immediately</p>



RECOMMENDATIONS	PERFORMANCE STANDARD	TIMING
Facilitating Technology Development in the San Diego Region		
<b>RECOMMENDATION NO. IT3, Assisting New Technologies</b> Investigate the possibility of using the Water Purification Project demonstration site or providing services, as appropriate, for local water treatment technology manufacturers and/or Blue Tech industries that need (or desire) to do field testing of new products.	Departmental Research and Implementation	Commence Immediately
Energy & Water		
<b>RECOMMENDATION NO. IT4, Optimization Study</b> Include in any planned optimization study not only pumped storage but also development of solar energy at City-owned sites and the use of in-line hydroelectric (micro turbines) in place of pressure reducing valves at appropriate locations in the distribution system, to reduce imported energy consumption by the City and create overall long term energy savings.	Departmental Research and Implementation	Commence Immediately





RECOMMENDATIONS	PERFORMANCE STANDARD	TIMING
<p><b>RECOMMENDATION NO. IT5, Dynamic Optimization Programs</b></p> <p>As part of the City's Energy Optimization Study, evaluate the costs and benefits of dynamic optimization programs that provide water utilities an opportunity to use behind the meter dynamic real-time SMARTGrid technology to increase efficiency and flexibility to better manage their own energy use. Considering the complexity of the City's treatment and distribution system, at the minimum, the dynamic optimization programs evaluated should be able to handle several hundred pumps, control-valves, and demand zones and save energy costs, in at least five main ways, by:</p> <ol style="list-style-type: none"> <li>Time-of-use load shifting where the pumping operations are moved from daytime (high energy tariff) to night-time (low energy tariff);</li> <li>Peak charges avoidance where the software will naturally choose to avoid running pumps during high periods when peak charges occur;</li> <li>Selecting lowest cost sources of water where the software queries the lowest cost of production of water and adjusts the water source based on the information;</li> <li>Achievement of shortest path through the trunk distribution network by constantly reading and working to the lowest head loss; and</li> <li>Pump efficiency improvement because the software holds the actual pump operating curve which is calibrated from flow and pressure measurements read from telemetry, and from the monthly energy bill.</li> </ol> <p>The software selects the combination of pump settings which delivers the overall lowest operating cost and highest possible efficiency.</p>	<p>Departmental Research and Implementation</p>	<p>Commence Immediately</p>
<p><b>RECOMMENDATION NO. IT6, Energy and Water Supply</b></p> <p>Take the "embedded energy" of any water supply into account in any future City water supply decisions. Since water and energy are intrinsically linked, both limited resources must be managed efficiently.</p>	<p>Departmental Research and Report City Council Action</p>	<p>Commence Immediately</p>



RECOMMENDATIONS	PERFORMANCE STANDARD	TIMING
<p>On-Site Waste Water Treatment</p>		
<p><b>RECOMMENDATION NO. IT7, On-Site Treatment Guidelines</b> Using an open stakeholder process including representatives of the Public Utilities, Parks and Recreation, and Development Services departments, the City Attorney's office, private developers and others, develop a set of guidelines for on-site or decentralized wastewater treatment and reuse (including proposals for sewer mining operations) which detail the issues and criteria (including the financial viability of a proposed project) that proposals must meet or address in order for the City to participate in or cooperate with such projects.</p>	<p>Departmental Research and Report City Council Action</p>	<p>Commence Immediately</p>
<p><b>RECOMMENDATION NO. IT8, Value of Wastewater and Reclaimed Water</b> Consider the value of both wastewater (when providing water for potential sewer mining operations) and reclaimed water (when projects provide water to city owned properties) and increased costs or avoided costs that the City would incur or realize, and how the proposed project could impact the City's plans for potable reuse when setting a charge for wastewater supply and/or purchase price of recycled product water provided by the project. Establish standby fees and reserved capacity charges for such projects, so that developers can take such fees into account in determining whether a proposed project makes economic sense.</p> <p>Consider any avoided costs, such as reducing the City's need to expand, repair or replace its sewer collection system, providing system redundancy for disaster preparedness, or other factors that can be clearly demonstrated by the developer and credit a portion of such benefits back to projects through a reduction in or credit to the standby fees, or reserved capacity charges identified above.</p> <p>Cooperate with private developers, non-profit groups, or others to help facilitate development of viable on-site waste water treatment projects that meet the criteria developed through the processes detailed above. Such cooperation could include demonstration projects paid at developer/advocate expense to further identify issues, equipment, methods of operation (including sludge disposal) or procedures that could be incorporated into larger scale operations.</p>	<p>Departmental Research and Report City Council Action</p>	<p>Commence Immediately</p>



RECOMMENDATIONS	PERFORMANCE STANDARD	TIMING
Advanced Metering Infrastructure		
<b>RECOMMENDATION NO. IT10, AMI Funding</b> Pursue grant funding to offset some of the costs for an entire system Advanced Metering Infrastructure retrofit.	Departmental Implementation	Immediately
<b>RECOMMENDATION NO. IT11, Water Meter Retrofitting</b> Retrofit all of the remaining 265,000 water meters with AMI technology within 10 years.	City Council Budget Action Departmental Implementation	Commence Immediately
<b>RECOMMENDATION NO. IT12, Retrofit Cost-Sharing</b> Consider cost sharing with single family customers who would like to retrofit their water meters with AMI technology on a more expeditious basis.	Departmental Research and Report City Council Action	Commence Immediately



APPENDIX

WATER POLICY IMPLEMENTATION TASK FORCE

RECORDS OF ACTION

MAY 31, 2012 – JUNE 24, 2013



## City of San Diego Water Policy Implementation Task Force

City Administration Building, 12<sup>th</sup> Floor, Council Committee Room  
202 C Street, San Diego, CA 92101

### ACTIONS FOR THE MEETING OF MAY 31, 2012

Task Force members not present: Dawn Guendert, Faith Picking

1. Call to Order – COUNCILMEMBER SHERRI LIGHTNER CALLED THE MEETING TO ORDER AT APPROXIMATELY 1:05 PM

2. Introductions

3. Agenda Modifications/Approval – NO ACTION TAKEN

4. ACTION – Elect Officers

- a. Chair

Councilmember Lightner called for nominations for Chair. There were two nominations for Chair; Cary Lowe and Keith Solar.

ACTION - A ballot was taken and Cary Lowe received the most votes.

Mr. Lowe took over the meeting as Chair.

- b. Vice Chair

Chair Lowe called for nominations for Vice-Chair. There were two nominations for Vice-Chair; Glen Schmidt and Keith Solar.

ACTION - A ballot was taken and Glen Schmidt received the most votes.

- c. Secretary

Chair Lowe called for nominations for Secretary. Hearing none, the discussion for electing a secretary was continued to a future meeting.

5. Non-Agenda Public Comment – NO ACTION TAKEN

Councilmember Sherri Lightner commented on Task Force priorities.

Norman Allenby commented on natural systems as a part of the water supply discussion.

For more information contact the Council District 1 Office at 619.236.6611 or [Sherri.Lightner@sandiego.gov](mailto:Sherri.Lightner@sandiego.gov)

Previously approved meeting minutes and the information about the Water Policy Implementation Task Force will be available on the City's web site in July 2012



6. **INFORMATION/DISCUSSION –Water Policy Implementation Task Force Purpose and Objectives**

**NO ACTION TAKEN** – Discussion on a work plan with priorities will be addressed again at the next meeting.

7. **ACTION – Water Policy Implementation Task Force Meeting Calendar**

**NO ACTION TAKEN** – Discussion on regular meetings occurred. Task Force consensus was to try to meet the first Thursdays of the month from 3:00 – 5:00 p.m.

For more information contact the Council District 1 Office at 619,236,6641 or [Sherril.Lightner@san-diego.gov](mailto:Sherril.Lightner@san-diego.gov)

Previously approved meeting minutes and the information about the Water Policy Implementation Task Force will be available on the City's web site in July 2012



**City of San Diego Water Policy Implementation Task Force**

**June 7, 2012**

**3:00 p.m. – 5:00 p.m.**

**Metropolitan Operations Center II (MOC) Auditorium  
9192 Topaz Way, San Diego, CA 92123**

**Agenda**

*All times are approximate*

1. **Call to Order – CHAIR CARY LOWE CALLED THE MEETING TO ORDER AT 3:05 P.M.**

2. **Non-Agenda Public Comment**

Norman Allenby commented on informational water supply documents provided to the committee.

3. **Task Force Member Comment**

NONE

4. **Agenda Modifications**

ACTION: No action taken.

5. **Approval of the Record of Action Items from May 31, 2012**

ACTION: Record of Action Items approved. Unanimous vote.

6. **INFORMATION/DISCUSSION – City Attorney's Office Brown Act Briefing**

ACTION: No Action Taken. Information only.

The Task Force discussed the following:

- 1.) When breaking down into small working groups, the Task Force can have no more than 5 members present.
- 2.) The City of San Diego will make available the use of a website for the Task Force.

For more information contact the Council District 1 Office at 619.236.6611 or [AAIbanese@SanDiego.gov](mailto:AAIbanese@SanDiego.gov)  
Previously approved meeting minutes and the information about the Water Policy Implementation Task Force will be available on the City's web site in August 2012

- 3.) Documents distributed to the Task Force will be made available to the public at meetings or through the website.

**7. INFORMATION/DISCUSSION – Public Utilities Department Report on City of San Diego Water Supply**

ACTION: No Action Taken. Information only.

The Task Force discussed the following:

- 1.) The Task Force will post pertinent documents relating to presentations on the website.
- 2.) The Task Force asked for the Public Utilities Department to provide a breakdown of water consumption data as it pertains to residential, commercial, and irrigation uses.

**8. INFORMATION/DISCUSSION – Storm Water Department Report on Storm Water Related Water Supply**

ACTION: No Action Taken. Information only.

The Task Force discussed the following:

- 1.) Operation of reservoirs and if there are opportunities to increase water capture without causing flooding.
- 2.) Status of Stormwater Master Plan.

**9. INFORMATION/DISCUSSION –Water Policy Implementation Task Force Work Plan**

ACTION: No Action Taken

The Task Force discussed the following:

- 1.) Possible interest in taking tours of water and storm water treatment facilities.
- 2.) Distribution of memo issued by Chair Cary Lowe regarding working groups in which Task Force members may be asked to participate outside of general meetings; detailed structure of working groups to be finalized at a future meeting.
- 3.) Distribution of memo issued by Vice Chair Glen Schmidt regarding potential priorities for the Task Force.

4.) Detailed ranking of Task Force priorities to be finalized in a future meeting.

5.) Additional presentations the Task Force may need moving forward:

**10. ACTION – Water Policy Implementation Task Force Attendance Policy & Meeting Calendar**

ACTION: No action taken.

The Task Force discussed the following:

1.) Possible dates, times, and locations for future meetings.

2.) A finalized calendar with meeting location will be available at a future meeting.

**11. ADJOURNMENT – CHAIR CARY LOWE ADJOURNED THE MEETING AT APPROXIMATELY 5:00 P.M.**



## **City of San Diego Water Policy Implementation Task Force**

**Metropolitan Operations Center II (MOC) Auditorium  
9192 Topaz Way, San Diego, CA 92123**

### **ACTIONS FOR THE MEETING OF JULY 5, 2012**

- 1. Call to Order - CHAIR CARY LOWE CALLED THE MEETING TO ORDER AT APPROXIMATELY 11:07 AM.**

- 2. Roll Call – All members present except Gordon Hess (Hess arrived during meeting)**

- 3. Non-Agenda Public Comment**

Gregory Humora commented on offering the services of the Technical Advisory Committee of the Metro Wastewater Joint Powers Authority to the Water Policy Implementation Task Force.

- 4. Task Force Member Comment**

Bruce Rainey commented on infrastructure costs, water conservation, and water reclamation concerns.

Chair Cary Lowe announced that the Water Policy Implementation Task Force website is not available yet and that communications will be handled through an email distribution list until further notice.

Chair Cary Lowe commented that the task force needs to decide what criteria will be used to make decisions, and referenced a document distributed by Julia Chunn-Heer.

- 5. Agenda Modifications/Approval**

ACTION: No action taken.

No changes were made to the agenda.

NOT PRESENT: Gordon Hess

**6. Approval of the Record of Action Items from June 7, 2012**

ACTION: No action taken.

Approval of June 7, 2012 Record of Actions moved to the July 25, 2012 meeting.

NOT PRESENT: Gordon Hess

**7. DISCUSSION/ACTION – Task Force Priorities**

ACTION: No action taken. Discussion only.

The Task Force discussed the following:

- 1.) Chair Cary Lowe directed members of the Task Force to participate in an exercise that expressed water policy priorities in a ranked order.
- 2.) Task Force members placed green, yellow, or blue stickers next to a list of priorities based on their personal expressed ranking. Green stickers received 3 points (highest priority), yellow stickers received 2 points (medium priority), and blue stickers received 1 point (lowest priority).
- 3.) The final tabulation of ranked priorities will be available at the next Task Force meeting on July 25, 2012.

NOT PRESENT: Gordon Hess

**8. INFORMATION – Presentation by Maureen Stapleton, General Manager, San Diego County Water Authority, regarding COUNTY WATER AUTHORITY'S WATER SYSTEM AND WATER SUPPLY ISSUES**

ACTION: No action taken. Information only.

Request was made to County Water Authority to provide input on ways the agency looks at balancing different policy goals and answering questions relating to those policies.

**9. DISCUSSION/ACTION – Task Force Structure and Procedures, including Establishing Working Groups, Electing Secretary and Meeting Schedule**

ACTION: Election of Secretary.

Chair Cary Lowe called for nominations of Secretary. There was one nomination for Secretary, Gordon Hess.

A vote was taken and Gordon Hess was elected as Secretary. The vote was unanimous.

Also during the discussion, but not part of the action, the Task Force discussed the following:

- 1.) A suggestion was made that meetings will occur on a monthly basis with a time limit of 3 hours. Staff will provide the Task Force with an acceptable schedule by the next meeting.
- 2.) Moving forward, the Task Force will consider the use of small working groups.

**10. DISCUSSION – Requests for Future Informational Presentations**

ACTION: No action taken. Discussion only.

The Task Force discussed the following:

- 1.) The Task Force is open to suggestions of group tours available of water facilities/plants.
- 2.) The Task Force may want to invite City staff to make presentations.
- 3.) The Task Force may want to provide responsive feedback to City Council.
- 4.) Task Force officers will meet with City Council staff to address the above issues.

**11. INFORMATION – Presentation from Tim Barnett, Ph. D. regarding CLIMATE CHANGE EFFECTS ON WATER SUPPLY**

ACTION: No action Taken. Information Only.

**12. ADJOURNMENT – CHAIR CARY LOWE ADJOURNED THE MEETING AT APPROXIMATELY 2:00 PM.**



**City of San Diego Water Policy Implementation Task Force**

**July 25, 2012**

**11:00 a.m. – 2:00 p.m.**

**Metropolitan Operations Center II (MOC) Auditorium  
9192 Topaz Way, San Diego, CA 92123**

**Agenda**

*Order of Items and Times Subject to Change*

1. **Call to Order – CHAIR CARY LOWE CALLED THE MEETING TO ORDER AT 11:07 A.M.**

2. **Non-Agenda Public Comment**

NONE

3. **Task Force Member Comment**

Chair Cary Lowe commented on the Colorado River celebration event at Mission Bay Park and on the Watershed movie being shown at the water conservation garden at Cuyamaca College.

4. **Agenda Modifications**

ACTION: No action taken.

5. **Approval of the Record of Action Items from July 5, 2012**

ACTION: Record of Action Items approved. Unanimous vote.

6. **ITEM-1: INFORMATION - Presentation from the Public Utilities Department regarding OVERVIEW OF RECYCLED WATER PROGRAM, ADVANCED WATER PURIFICATION DEMONSTRATION PROJECT, AND RECYCLED WATER STUDY**

ACTION: No Action Taken. Information only.



The Task Force discussed the following:

- 1.) Timing of development of additional city water recycling facilities.
- 2.) Feasibility of California's 20x2020 Water Conservation Plan.
- 3.) Projected recycled water costs and production quantities.

**7. ITEM-2: INFORMATION - Presentation from the Public Utilities Department regarding WATER CONSERVATION**

ACTION: No Action Taken. Information only.

The Task Force discussed the following:

- 1.) Request made to the Public Utilities Department to provide data on water use per household.
- 2.) Goals and/or targets that San Diego must meet to comply with 2020 plan.
- 3.) How water demands are affected by weather and drought conditions.
- 4.) Pricing structure results to be provided by November or December 2012.
- 5.) Possibilities of utilizing retrofitting practices and rebates to improve water conservation.

**8. ITEM-3: INFORMATION – Presentation from the Development Services Department regarding GRAYWATER OPPORTUNITIES/CONSTRAINTS AND PERMITTING**

ACTION: No Action Taken. Information only.

The Task Force discussed the following:

- 1.) Absorption rates for graywater systems.
- 2.) Means of expanding use of graywater systems.
- 3.) Public acceptance of use of gray water system.

**9. ITEM-4: DISCUSSION/ACTION – Discussion of Task Force General Priorities; Detailed Discussion of Conservation Policy Priorities and Timing**

ACTION: No Action Taken

The Task Force discussed the following:

- 1.) General Policy Priorities finalized and to be ratified at the next meeting.
- 2.) Conservation Policy Priorities, with discussion to be continued at the next meeting.

**10. ITEM-5: DISCUSSION/ACTION – Working Group Structure and Assignments**

ACTION: Discussion Deferred and No Action Taken

**11. ADJOURNMENT – CHAIR CARY LOWE ADJOURNED THE MEETING AT APPROXIMATELY 2:00 P.M.**



## City of San Diego Water Policy Implementation Task Force

August 21, 2012

2:00 p.m. – 5:00 p.m.

Metropolitan Operations Center II (MOC) Auditorium  
9192 Topaz Way, San Diego, CA 92123

### Agenda

#### *Order of Items and Times Subject to Change*

1. Call to Order – CHAIR CARY LOWE CALLED THE MEETING TO ORDER AT 2:07 P.M.

2. Non-Agenda Public Comment

Councilmember Sherri Lightner commented on supporting the task force in their endeavor to craft strong recommendations regarding developing incentives, removing barriers, and increasing rainwater and graywater reuse systems. She directed the task force to move these recommendations to be heard at the City of San Diego's Natural Resources and Culture Committee.

3. Task Force Member Comment

Julia Chunn-Heer commented on two articles that she provided to the task force regarding water conservation and drought conditions.

Bruce Rainey commented on reviewing the billing model for water usage to encourage water conservation.

Chair Cary Lowe reminded the public that the task force will be reporting out to the Natural Resources and Culture Committee on October 10, 2012. In addition, the Task Force website is still in the process of being constructed and an email will be sent out once it goes live.

4. Agenda Modifications

ACTION: Move Item 4: Establishment of Working Groups to take place at the end of Item 2 and Item 3:

*Motion approved.*

**5. Approval of the Record of Action Items from June 7, 2012**

ACTION: Record of Action Items approved.

**6. Approval of the Record of Action Items from July 25, 2012**

ACTION: Record of Action Items approved.

**7. ITEM-1: DISCUSSION/ ACTION – Ratification of Task Force General Priorities**

ACTION: Motion to remove “Increasing Regional Water Storage Capacity” and adopt Task Force general priorities as follows:

1. Increasing Conservation,
2. Establishing an Effective Rate Structure,
3. Increasing Use of Indirect Potable Re-use,
4. Developing New Cost-Effective Water Supply Sources.

*Motion approved.*

**8. ITEM-2: DISCUSSION/ ACTION – Adoption of Task Force Conservation Policy Priorities and Establishment of Working Group**

ACTION: Motion to establish Conservation Policy Priorities working group members:

Corrine Brindley  
Faith Picking  
Bruce Rainey  
Glen Schmidt  
Doug White

*Motion approved.*

The Task Force discussed the following:

1. Chair Cary Lowe provided the Task Force with the DRAFT RESOLUTION document.
2. Item 1 and Item 2 from the DRAFT RESOLUTION were directed to the working group for review.
3. Item 3: Paragraphs 3 and 4 from the DRAFT RESOLUTION were directed to the working group for review.
4. Item 4: Paragraph 3 from the DRAFT RESOLUTION was directed to the working group for review.

5. The working group will report to the Task Force on September 24, 2012 with draft recommendations.

ACTION: Motion to move DRAFT RESOLUTION WATER CONSERVATION POLICY PRIORITIES document to working group for further review:

*Motion approved.*

9. **ITEM-3: DISCUSSION/ACTION – Adoption of Initial Recommendations for Increasing Promotion of Graywater Usage and Updating Information Bulletin 208: Graywater Systems and Establishment of Working Group.**

ACTION: No Action Taken.

The Task Force discussed the following:

1. The subject of graywater usage should be included in an overall discussion of water recycling sources. Discussion was deferred to the next meeting date.

10. **ITEM-5: INFORMATION – Presentation from the Metropolitan Water District regarding SAN DIEGO'S FUTURE WATER OPTIONS FROM A REGIONAL PROSPECTIVE**

ACTION: No action taken. Information only.

11. **ITEM-6: DISCUSSION/ACTION – Discussion of Adoption of Task Force Action Timeline**

ACTION: No Action Taken.

The Task Force discussed the following:

1. Task Force members were asked to send City staff suggestions of milestones and/or goals for consideration of an action timeline.
2. Discussion will continue at the next meeting.

12. **ADJOURNMENT – CHAIR CARY LOWE ADJOURNED THE MEETING AT APPROXIMATELY 4:37 P.M.**



**City of San Diego Water Policy Implementation Task Force**

September 24, 2012

2:00 p.m. – 5:00 p.m.

**Metropolitan Operations Center II (MOC) Auditorium**

**9192 Topaz Way, San Diego, CA 92123**

**RECORD OF ACTIONS**

- 1. Call to Order – CHAIR CARY LOWE CALLED THE MEETING TO ORDER AT 2:07 P.M.**

**Members Present:**

Julia M. Chunn-Heer  
Dawn Guendert  
Gordon A. Hess  
Cary D. Lowe  
Faith Picking  
Bruce Rainey  
Glen Schmidt  
Keith R. Solar  
Douglas S. White

**Members Absent:**

Corrine A. Brindley

**Member Resignation:**

Tim Barnett

- 2. Non-Agenda Public Comment**

None

- 3. Task Force Member Comment**

Seth Gates from the Office of the Independent Budget Analyst commented on an item heard at the most recent Natural Resources & Culture Committee meeting that dealt with expanding the scope of the ongoing Cost of Service Study. Related documentation to this item is located on the City website.

Julia Chunn-Heer commented on reminding the public of the upcoming event "Ocean-Friendly Garden Series" being hosted by the Surfrider Foundation on October 8, 2012.

Chair Cary Lowe commented that the website for the Task Force can be accessed through the City of San Diego's website, as well as through Council District 1 and the Natural Resources and Culture Committee's websites.

Chair Cary Lowe reminded the Task Force and the public that the Water Policy Implementation Task Force will be providing a progress report to the City Council's Natural Resources & Culture Committee at their October 10, 2012 meeting to take place at 2:00 p.m. located on the 12<sup>th</sup> floor of the City Administration Building.

#### **4. Approval of the Record of Action Items from August 21, 2012**

ACTION: Record of Action Items approved.

#### **5. Special Order of Business**

Notice of resignation of Tim Barnett, Ph.D from membership of the Water Policy Implementation Task Force.

The San Diego City Council will take responsibility to fill the unscheduled vacancy. The replacement process will follow the same process as outlined in Council Resolution R-2012-478.

The Task Force is having discussions with climate change experts about attending Task Force meetings and being in the audience to offer expert advice until the vacant seat has been filled by City Council.

#### **6. ITEM-1: DISCUSSION/ACTION – Report from the “Conservation” Working Group Regarding Proposed Recommendations**

DISCUSSION: The Task Force discussed the following:

1. Report from Glen Schmidt on a summary of the “Conservation” working group DRAFT recommendations document.
2. The Task Force received a letter from the Association of Professional Landscape Designers in support of lowering the evapotranspiration adjustment factor.
3. Marsi Sterier and Luis Generoso from the Public Utilities Department presented input to the Task Force on the “Conservation” working group DRAFT recommendations.
4. Requests were made to City staff to report back to the Task Force on identifying the specific figures relating to unmetered water loss, broken

down by categories including fire fighting, water main breaks, and ongoing leakage.

5. Requests were made to City staff to report back to the Task Force on the consequences of enforcing a 30% water conservation goal by 2020.

ACTION: Proposed changes to the "Conservation" working group DRAFT recommendations.

1. Motion to amend Item 1 DRAFT recommendation to read "Formal Level 1 Drought Alert is to become a permanent voluntary water standard."

*Motion passes. 8 in favor. 1 opposed.*

2. Motion to amend Item 2 DRAFT recommendation to read "Request City staff to study and report back to the Task Force regarding modifications of the water conservation code requirement for new landscape construction, exploring adding a trigger for existing development, and the estimate of the economic impact of these changes."

*Motion passes. 8 in favor. 1 abstention.*

3. Motion to amend Item 3 DRAFT recommendation to read "Request that City staff study and evaluate the water budget based billing program for commercial landscape meters."

*Motion passes. 8 in favor. 1 abstention.*

4. Motion to "Instruct staff to devise a plan for reducing unmetered water loss and identify what the economic impacts would be to conduct this evaluation. In addition, request the City to publicize complaints received and action taken to rectify these issues."

*Motion passes. 5 in favor. 3 opposed. 1 abstention.*

5. Motion to amend Item 5 DRAFT recommendation to read "Implement permanent and ongoing water conservation and outreach program. We recommend that City leaders, elected officials and others take on the responsibility of helping to create a City wide water conservation ethic. In addition, request that City staff report back to the task force on the costs of previous efforts in this area and the cost of operating an ongoing public education program in support of water conservation."

*Motion incomplete. Vote was not taken.*

6. Motion to include in the DRAFT recommendations "The City adopt a point of sale program to retrofit certain landscaping fixtures upon sale of a home up to a minimum dollar amount that would be similar or



analogous to the existing program for indoor plumbing retrofitting and require the city to evaluate how to more effectively enforce these requirements."

*Motion fails. 3 in favor. 6 opposed.*

7. Motion to include in the DRAFT recommendations "The Task Force is interested in including retrofit of landscaping and/or irrigation as part of point of sale improvements when there is change of ownership. Request for City staff to report back to the Task Force regarding adding water conservation in landscaping as to become part of the current point of sale requirements."

*Motion passes. 5 in favor. 3 opposed. 1 abstention.*

PUBLIC COMMENT IN FAVOR: 2 Requests to speak  
PUBLIC COMMENT OPPOSED: None

**7. ITEM-2: ACTION -- Adoption of "Conservation" Working Group Recommendations**

**ACTION:**

Motion to approve the following amendments as "Conservation" working group recommendations:

1. Amend Item 1 DRAFT recommendation to read "Formal Level 1 Drought Alert is to become a permanent voluntary water standard."
2. Amend Item 2 DRAFT recommendation to read "Request City staff to study and report back to the Task Force regarding modifications of the water conservation code requirement for new landscape construction, exploring adding a trigger for existing development, and the estimate of the economic impact of these changes."
3. Amend Item 3 DRAFT recommendation to read "Request that City staff study and evaluate the water budget based billing program for commercial landscape meters."

*Motion passes. Unanimous.*

**8. ITEM-3: INFORMATION -- Presentation from the City Storm Water Division regarding STORM WATER CAPTURE AND REUSE**

**ACTION:** No action taken. Information only.

The Task force discussed the following:

1. Request that City staff from the Storm Water Division attend the "Water Recycling Sources" working group.

2. At future meetings the Task Force plans on implementing two additional working groups relating to topics on effective rate structure and water conservation technologies.

**9. ITEM-4: DISCUSSION/ACTION – Discussion of creating the “Water Recycling Sources” Working Group to Address Graywater Regulations, Indirect Potable Reuse, and Storm Water Use**

ACTION: No action taken. Discussion deferred.

**10. ITEM-5: ACTION - Adoption of “Water Recycling Sources” Working Group**

ACTION: Motion to establish “Water Recycling Sources” working group members:

Julia Chunn-Heer  
Dawn Guendert  
Gordon Hess  
Faith Picking  
Keith Solar

*Motion passes. Unanimous.*

**11. ADJOURNMENT – CHAIR CARY LOWE ADJOURNED THE MEETING AT APPROXIMATELY 4:55 p.m.**



**City of San Diego Water Policy Implementation Task Force**

**October 30, 2012**

**2:00 p.m. – 5:00 p.m.**

**Metropolitan Operations Center II (MOC) Auditorium  
9192 Topaz Way, San Diego, CA 92123**

**Record of Actions**

1. **Call to Order – CHAIR CARY LOWE CALLED THE MEETING TO ORDER AT 2:03 P.M.**

**Members Present:**

Corrine A. Brindley  
Julia M. Chunn-Heer  
Dawn Guendert  
Gordon A. Hess  
Cary D. Lowe  
Bruce Rainey  
Glen Schmidt  
Keith R. Solar

**Members Absent:**

Faith Picking  
Douglas S. White

2. **Non-Agenda Public Comment**

Joe Nestor commented to the task force on water conservation, regarding a water pump that his company sells that can help people save thousands of gallons per year.

3. **Task Force Member Comment**

Glen Schmidt commented on the "Long Range Water Resources Plan" and requested that the task force allow a presentation from staff regarding this document. He also requested that staff provide the draft document to task force members.

4. **Approval of the Record of Action Items from September 24, 2012**

**ACTION:** Request to add member attendance.

Request to change ITEM 6: Motion 4 and Motion 7 to *Motion Passes* per new information from the City Attorney regarding the required amount of votes needed to pass a motion. When having quorum, the task force needs only to receive a majority of members present to pass a vote.

Record of Action Items approved with changes.  
*6 approve. 2 abstentions.*

**5. ITEM-1: DISCUSSION/ACTION - Establishment of Working Groups (10 min)**

**PART A: Establishment of "Effective Rate Structure" working group**

ACTION: No action taken.

**PART B: Establishment of additional working groups**

ACTION: No action taken.

The Task Force discussed the following:

1. Chair Cary Lowe requested Task Force members to submit requests to council staff regarding individual preference for working group assignment.
2. Task Force member Corrine A. Brindley requested to post working group membership information on the Task Force website.
3. The Task Force will be drafting a letter to the Natural Resources and Culture Committee requesting that the group be granted an extension to permit the Task Force to exist beyond May 2013 to allow their final report to be reviewed by IROC and the City Attorney before being submitted for City Council consideration.

**6. ITEM 2: DISCUSSION/ACTION - "Outreach and Education" and "Retrofit at Sale" Draft Recommendations on Water Conservation (15 min)**

**PART A: Discussion of "Outreach and Education" and "Retrofit at Sale" Draft Recommendations**

The Task Force discussed the following:

1. Chair Cary Lowe brought forth two recommendations to reconsider from the previous Task Force meeting on September 24th. The two recommendations were provided again to offer the Task Force a chance to adopt as final recommendations.

## **PART B: Adoption of "Outreach and Education" Recommendation**

### **ACTION:**

1. Motion to approve, "Substantially increase water conservation outreach and education among the general public, to establish a citywide water conservation ethic that will influence water use both indoors and outdoors and in both residential and commercial settings. Call on elected officials, community leaders, media outlets and other influential persons to participate in conveying the message of the importance of conserving water to ensure the sustainability of the region, even if it does not result in immediate cost reductions to consumers. Instruct city staff to report on the cost and effectiveness of past outreach and education efforts and to make recommendations for future efforts."

*Motion fails due to lack of a second.*

2. Motion to approve, "Implement permanent and ongoing water conservation and outreach program. We recommend that City leaders, elected officials and others take on the responsibility of helping to create a City wide water conservation ethic. In addition, request that City staff report back to the task force on the costs of previous efforts in this area and the cost of operating an ongoing public education program in support of water conservation."

*Motion passes. Unanimous.*

## **PART C: Adoption of "Retrofit at Sale" Recommendation**

### **ACTION: No action taken.**

The Task Force discussed the following:

1. Due to new information, the recommendation for "Retrofit at Sale" presented at the September 24<sup>th</sup> meeting is considered to have passed with a vote of 5 members. The Task Force no longer needs to adopt a new recommendation for "Retrofit at Sale"
  2. Chair Cary Lowe requested that the "Retrofit at Sale" discussion continue at the next Conservation working group meeting to address specific municipal code requirements.
- 7. ITEM-3: DISCUSSION/ACTION – Report from Keith Solar for information, discussion, and possible action regarding COUNTY WATER AUTHORITY PROPOSED DESALINATED WATER PURCHASE AGREEMENT (10 min)**

ACTION: No Action Taken.

The Task Force discussed the following:

1. The City Attorney advised the Task Force members that it may be a conflict of interest for some members to take any action or offer an official opinion on this subject matter. The City Attorney requested the Task Force to postpone any action until their office has had time to review the issue. Task Force members are requested to contact the City Attorney if they require clarification on this issue.
2. Task Force member Keith Solar gave an information presentation summarizing the San Diego County Water Authority proposed desalination water purchase agreement.
3. Chair Cary Lowe informed Task Force members that they can take action regarding this topic at the next meeting on November 27<sup>th</sup> if they wish to do so, in advance of consideration of this matter by the City Council.

**8. ITEM-4: DISCUSSION/ACTION – Water Recycling Sources Working Group (60 min)**

**PART A: Report from the “Water Recycling Sources” Working Group Regarding Proposed Draft Recommendations**

ACTION: No action taken.

The Task Force discussed the following:

1. Task Force member Dawn Guendert gave a report on the Water Recycling Sources working group DRAFT recommendations.
2. Task Force member Bruce Rainey asked to consider expanding the “no permit policy” for graywater systems that discharge more than 250 gallons per day. Some graywater systems are easy to implement, but may discharge more than 250 gallons per day.
3. Task Force member Glen Schmidt requested that staff comment on the proposed DRAFT recommendations before the Task Force considers adoption.
4. Marsi Steirer from the Public Utilities Department addressed the Task Force with comments pertaining to the recommendation that the Public Utilities Department collaborate with the Stormwater Department. She noted that the Public Utilities Department has and will continue to collaborate with the Stormwater Department.

5. Marsi Steirer from the Public Utilities Department addressed questions relating to non-potable reuse, also known as "purple pipe." She noted that a significant amount of investment has gone into the "purple pipe" infrastructure and the city will continue to maintain and operate this system.
6. Brent Eidson from the Public Utilities Department commented that the Task Force would benefit from a presentation regarding the permitting process for the Point Loma Wastewater Treatment Plant.
7. Task Force member Dawn Guendert commented on a letter from the California Coastal Commission regarding that the Recycled Water Study was part of negotiations for the past waiver for the Point Loma Wastewater Treatment Plant. The letter indicated the next waiver may be conditioned on the next steps described in the Recycled Water Study. Task Force member Julia Chunn-Heer commented that she can circulate the California Coastal Commission letter to Task Force members for their reference.

**PART B: Adoption of "Water Recycling Sources" Working Group Recommendations**

ACTION: No action taken.

The Task Force discussed the following:

1. Task Force member Glen Schmidt proposed postponing adoption of DRAFT recommendations to allow members to talk with constituents and to receive feedback from staff before adopting final recommendations.
2. Chair Cary Lowe instructed the new working groups to provide DRAFT recommendations to the Task Force members at least two weeks prior to their next meeting.
3. The Water Recycling Sources working group will review the DRAFT recommendations to make any revisions per constituent or staff comments.
4. Task Force member Julia Chunn-Heer commented that the Task Force should be cautious of delaying action. She urged the Task Force to make an implementation plan with timelines to ensure the Task Force reaches its end goal of making "big picture" recommendations.

5. The Task Force will postpone adoption of DRAFT recommendations until the next meeting on November 27<sup>th</sup>.  
*6 members in favor, 2 members opposed.*

PUBLIC COMMENT: Scott Tulloch commented on the Recycled Water Study and Point Loma Waste Water Treatment Plant and the benefits associated with indirect potable-reuse.

**9. ITEM-5: INFORMATION – Presentation from the Equinox Center and San Diego County Taxpayers Association regarding WATER RATE STRUCTURES AND CONSERVATION (20 min plus Q&A)**

ACTION: No action taken. Information only.

The Task Force discussed the following:

1. The presentation focused on a revised rate structure for all customers in San Diego.
2. Currently, there seems to be minimal impact on water bills when San Diego customers reduce water use, due to the large portion of the bills attributable to capital costs.
3. The Equinox Center research currently focuses on single-family residences due to the availability of data. If good data becomes available for commercial and multi-family residences, the Equinox Center will conduct further research.

**10. ITEM-6: INFORMATION – Presentation from Irvine Ranch Water District regarding PROGRESSIVE APPROACH TO RATES, REVENUE STABILITIES AND WATER CONSERVATION: THE ALLOCATION-BASED RATE STRUCTURE (20 min plus Q&A)**

ACTION: No action taken. Information only.

The Task Force discussed the following:

1. The IRWD default for each residential home is 4 occupants, based on the most current census data.
2. Due to their large volume of recycled water produced, the IRWD has not needed to promote the usage of graywater.
3. The IRWD capital improvement projects are funded through a separate mechanism, not through rate payer water bills.
4. The IRWD rate structure is set up to allocate water efficiently; allocations vary depending on lot size and other variations.



5. Commercial customers of IRWD have their rate structure based on their specific needs, including seasonal needs.
6. All water use allocations for IRWD customers are completed by administrative staff; they are not required to go through a board.
7. The IRWD education and outreach efforts are similar to the City of San Diego efforts. The IRWD utilizes community events, online information, workshops, and social media outlets. Successful outreach also includes identifying customers that over use water and contacting them to find a solution.
8. The IRWD operating costs are covered completely through a monthly service fee.

**11. ADJOURNMENT – CHAIR CARY LOWE ADJOURNED THE MEETING AT APPROXIMATELY 4:55 p.m. The next Task Force meeting will be on November 27<sup>th</sup> at 1:00 pm.**



## City of San Diego Water Policy Implementation Task Force

November 27, 2012

1:00 p.m. – 4:00 p.m.

Metropolitan Operations Center II (MOC) Auditorium  
9192 Topaz Way, San Diego, CA 92123

### Record of Actions

1. **Call to Order – CHAIR CARY LOWE CALLED THE MEETING TO ORDER AT 1:05 P.M.**

**Members Present:**

Corrine A. Brindley  
Julia M. Chunn-Heer  
Dawn Guendert  
Gordon A. Hess  
Cary D. Lowe  
Faith Picking  
Bruce Rainey  
Glen Schmidt  
Keith R. Solar

**Members Absent:**

NONE

**Member Resignation:**

Douglas S. White

2. **Non-Agenda Public Comment**

NONE

3. **Task Force Member Comment**

Chair Cary Lowe reported on new information from the City Attorney's office. The City Attorney has determined that in order to pass a motion, the Task Force must obtain a total of six votes. The City Attorney's office will be reviewing past action taken by the Task Force to determine the status of previous votes taken.

Chair Cary Lowe commented on two upcoming events relating to water; Association of California Water Agencies Statewide Water Conference and the Water Reuse Tech Summit.

**4. Approval of the Record of Action Items from October 30, 2012**

ACTION: Approved. Unanimous.

**5. Resignation of Douglas S. White from membership on the Task Force**

Notice of resignation of Douglas S. White from membership on the Water Policy Implementation Task Force.

The San Diego City Council will take responsibility to fill the unscheduled vacancy. The replacement process will follow the same process as outlined in Council Resolution R-2012-478.

**6. ITEM-1: INFORMATION – Presentation from the Public Utilities Department regarding the 2012 LONG-RANGE WATER RESOURCES PLAN**

ACTION: No action taken. Information only.

The Task Force discussed the following:

1. The Long-Range Water Resources Plan (LRWRP) uses a different methodology to determine the cost of ocean desalination than what is used for the Recycled Water Use Study.
2. Ocean desalination has not been folded into the LRWRP portfolios due to lower cost options.
3. The monetary range depicted by the LRWRP for indirect-potable reuse was calculated using information from phases 1, 2, and 3 of the Recycled Water Use Study and information from existing water treatment plants and other facilities.

**7. ITEM-2: DISCUSSION/ACTION – Water Recycling Sources Working Group**

**Part A: Discussion of “Water Recycling Sources” Proposed Draft Recommendations**

The Task Force discussed the following:

1. Ali Soheili, representing the Department of Development Services, commented on the Water Recycling Sources working group recommendations regarding graywater.
2. Bruce Rainey commented on the need for residents to still get a permit when hooking up a laundry room sink in conjunction with their laundry system with the current regulations in place.

3. Julia Chunn-Heer proposed reconvening the Water Recycling Sources working group to address the graywater recommendations further.
4. Gordon Hess commented on the intent of the proposed recommendations to apply to systems that do not require construction to install a graywater pump.
5. Ali Soheili commented that all graywater systems that use pumps will require some construction and will need to be permitted.
6. Glenn Schmidt commented that the California Plumbing Code definition of a "simple system" differs from the way the City of San Diego defines the system.
7. Chair Cary Lowe commented about concerns for graywater percolation and runoff containing hazardous chemicals. He requested the Water Recycling Sources working group consider this issue at their next meeting.
8. Chair Cary Lowe commented that per group consensus, the graywater recommendations are to be forwarded back to the working group for further review.
9. Bill Harris from the Stormwater Department commented that the recommendations from the Water Recycling Sources working group are in line with moving the Stormwater department forward.
10. Jeanne Cole from the Public Utilities Department commented about concern over the recommendation to revisit the rate structure for new users of non-potable recycled water. The department is currently undergoing a Recycled Pricing Study, which could potentially raise recycled water rates for all users.
11. Jeanne Cole from the Public Utilities Department commented that the current rate structure today for non-potable recycled water does not recover the full costs associated with the system.
12. Julia Chunn-Heer commented that the rate structure for non-potable recycled water has not changed since 2001 and members of the task force do not want to put the users that made the initial investment at a disadvantage.
13. Jeanne Cole from the Public Utilities Department commented that as the Recycled Pricing Study moves forward, the department can bring forth the recommendations and results to the Task Force.

14. Jeanne Cole from the Public Utilities Department suggested changing the non-potable reuse recommendations to include revisiting the rate structure for all users.
15. Jennifer Casamassima from the Public Utilities Department commented on existing contracts with wholesale customers utilizing non-potable recycled water. She offered to provide the information to the Water Recycling Sources working group at their next meeting.
16. Gordon Hess proposed that the following recommendation return to the working group:

Existing recycled water rates were set at a discounted rate in 2001 and no provision was made for increasing them. No adjustment to the discounted rate has been made since 2001. Revisit rate structure for new users of non-potable recycled water and adjust to recover cost of service or at least index them to keep up with increases in other water rates.

17. Julia Chunn-Heer requested information from the Public Utilities Department regarding whether initial customers of non-potable recycled water were guaranteed a set rate or discount due to their initial investment into the system.
18. Jennifer Casamassima from the Public Utilities Department commented that the department is not able to make rate guarantees to users. Some wholesale customers with contracts are even subject to rate increase per City Council action.
19. Jeanne Cole from the Public Utilities Department commented that the Recycled Pricing Study will include an evaluation of non-potable recycled water costs to include the debt management of the service. The study is set to be completed by the end of fiscal year 2013.
20. Chair Cary Lowe commented that the Public Utilities Department can continue to provide additional comments regarding all of the recommendations at any time for consideration by the Task Force.

PUBLIC COMMENT: Candace Vanderhoff commented on a recommendation that the City should offer a training program for residents who wish to install a graywater system for their home.

#### **Part B: Adoption of "Water Recycling Sources" Recommendations**

#### **ACTION:**

For more information contact Amy Albanese at Council District 1 Office at 619.236.6611 or [AAAlbanese@sandiego.gov](mailto:AAAlbanese@sandiego.gov)  
Previously approved meeting minutes and the information about the Water Policy Implementation Task Force is now available through the City's website.

1. Motion to approve the following recommendations for Stormwater with the ability to the alter or review the language at a later date:
  - Stormwater Dept. and Public Utilities to investigate opportunities for strategic infiltration of stormwater in areas where stormwater could replenish existing groundwater basins. This provides multiple benefits.
  - a. Infiltration may be the most cost-effective manner to address more stringent bacteria TMDLs.
  - b. Stormwater infiltration could increase the yield of existing groundwater basins and reduce salinity.
  - c. Stormwater infiltration would benefit the environment by reducing run-off.
  - Public Utilities to increase the focus on characterizing groundwater basins such as the San Pasqual Basin, San Diego Formation and San Diego River System that could be potential local water supplies
  - Stormwater Dept. and Public Utilities Dept. jointly work together to investigate potential grant funding for a feasibility and pilot study. One possibility is to develop a multi-beneficial joint project that can be included in the Integrated Regional Water Management Plan for possible Dept. of Water Resources funding.

*Motion passes. Unanimous.*

2. Motion to approve the following recommendations for non-potable reuse with the ability to the alter or review the language at a later date:
  - Encourage "cost-effective" expansion of non-potable reuse by in-fill within the backbone of the existing system only. Cost effective meaning the City can recover the cost of service. The City should revisit the rate structure for non-potable recycled water users per the completion of the Recycled Pricing Study in 2013.
  - Existing recycled water rates were set at a discounted rate in 2001 and no provision was made for increasing them. No adjustment to the discounted rate has been made since 2001. Revisit rate structure for new users of non-potable recycled

water and adjust to recover cost of service or at least index them to keep up with increases in other water rates. The City should revisit the rate structure for non-potable recycled water users per the completion of the Recycled Pricing Study in 2013.

*Motion passes. 7 in favor. 1 opposed. 1 abstention.*

3. Motion to approve the following recommendations for potable reuse with the ability to alter or review the language at a later date:

The City move forward with recommended next steps in the 2012 Recycled Water Study.

The City discuss with the County Water Authority its participation in Phase 2 and Phase 3 of Water Purification Project as part of a potential future regional water supply. The advanced treated water from the Water Purification Project will be stored in San Vicente Reservoir, which can serve the region.

City support legislation to streamline the regulatory process for indirect and direct potable reuse.

*Motion passes. Unanimous.*

**8. ITEM-3: DISCUSSION/ACTION – Report from the “Effective Rate Structure” Working Group**

ACTION: No action taken.

The Task Force discussed the following:

1. Keith Solar reported on the document provided by the Effective Rate Structure working group.
2. Jeanne Cole from the Public Utilities Department commented that the cost of service study is currently exploring revenue structures. The consultant Black and Veatch can provide a presentation to the Task Force upon completion of the study in January 2013.
3. Julia Chunn-Heer commented that she will share information with the working group regarding a study of the Australian tiered rate structure.
4. Corrine Brindley requested more information on how a residential tiered rate structure will support private sector businesses.

5. Gordon Hess commented that developing a tiered rate structure for businesses and agriculture would be unfair due to the differing variables of commercial water use.
6. Chair Cary Lowe commented on new information he received regarding the Irvine Ranch Water District rate structure. To fund capital facilities, Irvine Ranch has established improvement districts within the water district and imposes assessments that appear on the property tax bill.
7. Keith Solar commented that the City of San Diego staff has indicated it would be difficult to develop a rate structure similar to Irvine Ranch Water District because it would most likely result in an increase in taxes.
8. Dawn Guendert commented on the lack of equity in the Irvine Ranch Water District model due to how they allocate water to households based on lot size. Households are given variances for outdoor use, creating less incentive to conserve.
9. Chair Cary Lowe commented that the Effective Rate Structure working group will be meeting again to take into account all the comments heard at today's meeting.

PUBLIC COMMENT: Paul Dekker commented in favor of establishing an additional low water use tier to the current rate structure.

**9. ITEM-4: DISCUSSION/ACTION – Discussion regarding the San Diego County Water Authority Water Purchase Agreement with Poseidon Resources**

The Task Force discussed the following:

1. Chair Cary Lowe commented that the Task Force will be assessing this issue as it pertains to recommendations to be made to City Council. He also reminded members that Council Policy 400-15 references desalination:  
  

“Support local and regional brackish groundwater and ocean water desalination projects.” (E.10) and “Support new technological improvements in the field of groundwater, wastewater and ocean water desalination, water recycling, water reuse and IPR.” (E.11)
2. Peter MacLaggan from Poseidon Resources commented on the Carlsbad Desalination project. He explained that there are time constraints for the project and approval must be granted on November



29 by the San Diego County Water Authority for the project to move forward.

3. Keith Solar commented that City staff has indicated that they primarily purchase untreated water due to the investments that have already gone towards water treatment facilities. City staff has indicated, though, that they are in full support of desalination efforts.
4. Marsi Steirer from the Public Utilities Department commented that the City Council made a decision in 1996 to expand our treatment plants and upgrade the existing facilities. The City of San Diego is primarily a raw water agency. However, the City purchases some treated water.
5. Marsi Steirer from the Public Utilities Department commented that the rate structure for incorporating desalinated water will be determined once the San Diego County Water Authority cost of service study has been completed. The Public Utilities Department will be operating with the main objective to lessen the impact on ratepayers.
6. Julia Chunn-Heer commented that the Water Purchase Agreement contract is complex and the public should be granted more time to review the specifics. She also expressed that the San Diego County Water Authority should wait to make their final decision on the Water Purchase Agreement once the cost of service study has been completed in order to understand the financial implications on ratepayers. She also requested that the public have access to the lease agreement before a decision is made..
7. Bruce Rainey commented that the Task Force is tasked with looking at ways to diversify the City's water portfolio. He expressed concern over the cost of imported water and feels desalination is necessary from a business perspective for the region.
8. Faith Picking commented that the only way the City can provide water reliability will be to have a diverse water portfolio. She expressed that the Task Force is charged with providing long term solutions and would like to see all available resources used, including desalination.
9. Corrine Brindley expressed concern that the Task Force is considering a contract agreement when they should be focused on policy implementation. She feels that in order to prioritize desalination, though, it must be included in the water portfolio and supports water diversification.

10. Gordon Hess commented on the concern of a shortage of water supplies outside the region and feels the region should grow local supplies. Imported water is vulnerable to natural disasters and puts the region at a great risk.
11. Dawn Guendert commented that she supports diversification of the water portfolio. She expressed that desalination should become part of the portfolio. However, she is concerned that the Task Force should not take a position on a contract that has not been first considered by City Council.
12. Chair Cary Lowe commented that there is no guarantee the City Council will be taking action on the contract agreement or take into account the position set forth by the Task Force.
13. Glen Schmidt expressed concern that the Task Force should not be taking a position on a contract and he will abstain from any vote. He stated support for diversification of the water portfolio.
14. Seth Gates from the Independent Budget Analyst commented that the Task Force was designed to offer support for water resources. As a topic, desalination would be in the purview of the Task Force. The Water Purchase Agreement would not necessarily be in the purview of the Task Force as it is a contract.
15. Chair Cary Lowe commented that he hopes the Innovation and Technology working group will discuss the topic of desalination. He expressed personal concern that the Water Purchase Agreement is outside the purview of the Task Force and he will abstain from any vote.

**ACTION:**

1. Motion to support desalination projects and the San Diego County Water Authority Water Purchase Agreement with Poseidon Resources moving forward.

*Motion fails. 5 in favor. 1 opposed. 3 abstentions.*

**PUBLIC COMMENT:** Sean Karafin from the San Diego County Taxpayers Association spoke in favor of the San Diego County Water Authority Water Purchase Agreement with Poseidon Resources for the Carlsbad desalination project.

**10. ADJOURNMENT – CHAIR CARY LOWE ADJOURNED THE MEETING AT APPROXIMATELY 3:36 P.M.**

For more information contact Amy Albanese at Council District 1 Office at 619.236.6611 or [AAlbanese@sandiego.gov](mailto:AAlbanese@sandiego.gov)  
Previously approved meeting minutes and the information about the Water Policy Implementation Task Force is now available through the City's website.

The next Task Force meeting will be held on December 18<sup>th</sup> at 2:00 pm.

For more information contact Amy Albanese at Council District 1 Office at 619.236.6611 or [AAlbanese@sandiego.gov](mailto:AAlbanese@sandiego.gov)  
Previously approved meeting minutes and the information about the Water Policy Implementation Task Force is now available  
through the City's website.



## City of San Diego Water Policy Implementation Task Force

December 18, 2012

2:00 p.m. – 5:00 p.m.

Metropolitan Operations Center II (MOC) Auditorium  
9192 Topaz Way, San Diego, CA 92123

### Record of Actions

1. Call to Order – CHAIR CARY LOWE CALLED THE MEETING TO ORDER AT 2:06 P.M.

#### Members Present:

Julia M. Chunn-Heer  
Dawn Guendert  
Gordon A. Hess  
Cary D. Lowe  
Faith Picking  
Bruce Rainey  
Keith R. Solar

#### Members Absent:

Corrine A. Brindley  
Glen Schmidt

2. Non-Agenda Public Comment

NONE

3. Task Force Member Comment

Task Force member Keith Solar led the group in thanking outgoing Task Force Consultant Amy Albanese for her work. Chair Cary Lowe introduced Greg Parkington as her replacement.

Chair Cary Lowe requested the committee begin thinking of goals and performance measures, e.g. percentage reductions of the City's need for wholesale water over a period of time, etc. The committee should begin crafting these recommendations and sending them to the committee consultant for compilation and discussion at the next Task Force meeting.

#### **SPECIAL ORDERS OF BUSINESS**

##### **4. Approval of the Record of Action from the meeting of November 27, 2012**

ACTION: Record of Action items approved with formatting change to distinguish the paragraphs under Item #2 Part B, action item #2.

##### **5. Clarification of Voting Record of Task Force meeting on September 24, 2012**

The Task Force agreed to notice and re-word the motions in question for a vote at the next meeting.

#### **ADOPTION AGENDA**

##### **6. Item-1: Information – Presentation from Bill Powers, P.E. of Powers Engineering regarding Water and Energy**

ACTION: No action taken. Information only.

The Task Force discussed the following:

1. Chair Cary Lowe noted that going forward the Task Force should take energy consumption/efficiency into consideration when making its recommendations.

##### **7. Item-2: Discussion/Action- Effective Rate Structure Working Group**

ACTION:

1. Motion to adopt the recommendations as written.

*Motion passes. Unanimous.*

There was no request from the public to speak to this item.

There was no request by City Staff to speak to this item.

The Task Force discussed the following:

1. Task Force member Keith Solar recapped the recommendations of the Effective Rate Structure Working Group.
2. Task Force member Gordon Hess highlighted the purpose of these recommendations is to provide an incentive for those who take action to conserve water, not to advocate higher water rates.
3. Task Force member Julia Chunn-Heer asked if the working group looked at other successful multi-tiered rate structures that might give guidance on price

differentials for the tiered structures. Task Force member Gordon Hess advised the working group did look at some other water districts around San Diego County and the differentials were much greater than those in the City. Task Force member Julia Chunn-Heer stated it would be prudent to determine if those structures were attaining their goals for conservation or if they were overly punitive. Ann Bui of Black & Veatch, the consultant performing the Cost of Service Study for the City, confirmed this is a part of their examination of the tiers.

4. Task Force member Dawn Guendert stated she has found other models of multi-tiered structures to be inequitable in some cases. She also stated she agrees with the condition assessment for prioritizing City water pipe replacement, but also recommends the consultant look at asset-management, probability and risk-of-failure in this prioritization. Ann Bui of Black & Veatch confirmed this is a part of the study.
5. Task Force member Julia Chunn-Heer asked if there was a problem with lowering the monthly fixed charge and increasing the tier 1 rates to cover fixed charges. Ann Bui of Black & Veatch answered that a problem with doing so is that it creates a less stable revenue stream. She added that creating a minimum bill to compensate for this is possible, but needs to be designed so as to ensure equitability for the rate-payers.

#### **8. Item-3: Discussion/Action – Update from Task Force Working Groups**

**Part A: Conservation Working Group- No Update.**

**Part B: Water Recycling Working Group- No Update; will meet Jan. 8.**

**Part C: Innovation and Technology Working Group-**

1. Task Force member Gordon A. Hess recapped the working group's meeting of November 28.

**Task Force Comment:**

1. Chair Cary Lowe reports he met with the City Water Department and noted he would like to promote more education and outreach around water conservation issues. He advises their budget for such matters is limited and would like to see more emphasis here.
2. Chair Cary Lowe also asked the Task Force members for other areas of policy on which they would like to propose recommendations. He asked members to

forward those to the Task Force consultant for compilation and distribution to the group.

**9. Adjournment – CHAIR CARY LOWE ADJOURNED THE MEETING AT APPROXIMATELY 3:47 P.M.**

The next Task Force meeting will be held on January 29<sup>th</sup> at 2:00 pm.



## City of San Diego Water Policy Implementation Task Force

January 29, 2013

2:00 p.m. – 5:00 p.m.

Metropolitan Operations Center II (MOC) Auditorium  
9192 Topaz Way, San Diego, CA 92123

### Record of Actions

#### 1. Call to Order – CHAIR CARY LOWE CALLED THE MEETING TO ORDER AT 2:05 P.M.

##### Members Present:

Corrine A. Brindley  
Dawn Guendert  
Gordon A. Hess  
Cary D. Lowe  
Faith Picking  
Bruce Rainey  
Glen Schmidt

##### Members Absent:

Julia M. Chunn-Heer  
Keith R. Solar

#### 2. Non-Agenda Public Comment

NONE

#### 3. Task Force Member and Staff Comment

Deputy City Attorney Ray Palmiucci updated the Task Force on a Council resolution to reconvene the ad hoc committee that would fill the vacant seats. Committee will also be able to amend and pass its own bylaws.

### SPECIAL ORDERS OF BUSINESS

#### 4. Approval of the Record of Action from the meeting of December 18, 2012

ACTION: Motion to approve failed as vote at time was 5-0-1 with Task Force member Brindley abstaining due to her absence on December 18, 2012. At the time the vote was taken a seventh member of the Task Force was not yet present.

### ADOPTION AGENDA

For more information contact Greg Parkington at Council District 1 Office at 619.236.6611 or [GParkington@sanidiego.gov](mailto:GParkington@sanidiego.gov)  
Previously approved meeting minutes and the information about the Water Policy Implementation Task Force are now available through the City's website.



**5. Item-1: Information – Update/Presentation from Staff on City’s current Water Conservation Outreach and Education efforts**

ACTION: No action taken. Information only.

Luis Generoso from the Public Utilities Department presented the department’s ongoing conservation outreach and marketing efforts.

The Task Force discussed the following:

1. Task Force member Guendert requested more information pertaining to all of the potential variables being presented. Could variables such as unemployment, water rates, and whether it was a wet or dry year be included? Staff commented these types of factors are a part of their multivariate analysis and could be broken out for future presentations.
2. Chair Lowe requested Public Utilities Department for further report taking into consideration the possible variables.

**6. Item-2: Discussion/Action- Water Recycling Group Update and Adoption of Recommendations**

ACTION:

Graywater Recommendations

Motion to adopt recommendations passed unanimously.

There was no request from the public to speak to this item.

Task Force member Guendert clarified issues from previous committee meeting about the requirements of permits for water systems and defining simple and complex systems for graywater.

ACTION:

Stormwater Recommendations

Motion to adopt recommendation #2 passed unanimously.

There was no request from the public to speak to this item.

Task Force member Guendert recommended the City look at other programs and evaluate their effectiveness and explore opportunities to develop low impact development demonstration project.

Task Force members Guendert and Schmidt discussed rewording recommendation #1 to include new and existing property owners and incentivizing watershed wide solutions. Ultimately the recommendation was not acted upon and returned to the working group for further review.

ACTION:

Recycled Water- Non Potable Reuse

Motion to adopt revised recommendation for non-potable reuse failed (4-3)

After the failure of the vote to revise this recommendation, the Chair confirmed the prior recommendation would remain in effect.

There was no request from the public to speak to this item.

Task Force member Guendert explained the working group's proposed revision for non-potable reuse to index the pricing to that of potable water. Existing recycled water rates were set at a discounted rate in 2001 with no provision to raise them. City Staff advised a study on recycled water pricing was still ongoing.

Task Force member Picking advised an increase in fees would be unacceptable for many users who were already paying for reclaimed water.

**ACTION:**

Recycled Water- Potable Reuse

Task Force member Guendert presented the working groups recommendations on potable reuse.

Motion to adopt recommendations as written passed unanimously.

There was no request from the public to speak to this item.

**7. Item-3: Discussion/Action – Conservation Working Group Update and Adoption of Recommendations**

**ACTION:**

Motion to adopt recommendations passed unanimously.

There was no request from the public to speak to this item.

Task Force member Schmidt amended recommendation 2 regarding evapotranspiration factors to include sub-item: (c) water budget for special use areas to remain at 1.0 ET adjustment factor.

Task Force member Rainey amended the motion to include that Recommendation 4 be adjusted such that report to the NR&C to be made Semi- Annually (2x/year)

The Task Force discussed unmetered water loss but definitions of unmetered waster loss were not clear. They additionally discussed the idea of residential and/or commercial retrofit requirements but could not agree on a recommendation. Recommendations 5 & 6 were referred back to the working group and the Task Force discussed the possibility of having someone from Water Operations within the Public Utilities Department present on unmetered water loss.

**8. Item-4: Discussion- Innovation & Technology Working Group Update**

**ACTION:**

No action taken. Information only.

There was no request from the public to speak to this item.

Task Force member Hess reported on the findings for on-site waste water treatment. He discussed a specific proposal on waste water treatment and re-use which had a lot of interest for new developments. While taking no position on the project until further details are available, it was recommended that the City develop policies for owner or developer driven on-site wastewater treatment policies.

Task Force member Hess also spoke about Advance Meter Infrastructure Technology and the pilot program to convert meters. Possible recommendations may include working with SDG&E to help integrate their technology with the city.

Task Force member Hess then discussed the ongoing leak detection study being performed by IBM and Richard Brady and Assoc. to help with energy saving means. And that a report out to the Task Force once the study was complete may be helpful.

#### **9. Discussion/Action- Goals and Performance Measures**

##### **ACTION:**

No action taken.

There was no request from the public to speak to this item.

Chair Lowe suggested 5 items to be considered regarding water supply goals and performance measures pertaining to reducing total treated water consumption and purchases by 2020 and 2030. Numbers given were not precise, and intended to stimulate discussion.

City Staff Luis Generoso commented that goal number one was stricter than the goals currently being met and surpassed. He added that recommendation number five was somewhat ongoing currently with turf-replacement programs being funded by grants. He advised the current grant funding levels would not be sufficient for the goal set by that recommendation.

City Staff Marsi Steirer commented on recommendation number two, regarding the reduction of volume of imported water. She indicated the goal was ambitious considering the deals that County Water Authority and Metropolitan have concerning water projects.

Independent Budget Analyst Seth Gates suggested performance measures for each recommendation be included for tracking larger goals of the Task Force. He added that this could be a part of the larger City budget as a Water Policy Implementation performance measure section. These measures would have previous actuals, current numbers, and projections.

Task Force member Schmidt commented that it would be prudent to look at the Long Range Water Resource Plan for goal setting. It includes triggers at specific dates pertaining to IPR and the EPA permit at Pt. Loma. He would like to tie this plan into the Task Force's goals to ensure achievable numbers.

#### **10. Adjournment – CHAIR CARY LOWE ADJOURNED THE MEETING AT APPROXIMATELY 4:40 P.M.**

The next Task Force meeting will be held on February 25<sup>th</sup> at 2:00 pm.

For more information contact Greg Parkington at Council District 1 Office at 619.236.6611 or [GParkington@sanidiego.gov](mailto:GParkington@sanidiego.gov)  
Previously approved meeting minutes and the information about the Water Policy Implementation Task Force are now available through the City's  
website.



**City of San Diego Water Policy Implementation Task Force**  
**February 25, 2013**  
**2:00 p.m. -- 5:00 p.m.**

**Metropolitan Operations Center II (MOC) Auditorium**  
**9192 Topaz Way, San Diego, CA 92123**

**Record of Actions**

1. **Call to Order – CHAIR CARY LOWE CALLED THE MEETING TO ORDER AT 2:03 P.M.**

**Members Present:**

Julia M. Chunn-Heer  
Dawn Guendert  
Gordon A. Hess  
Glen Schmidt  
Cary D. Lowe  
Bruce Rainey  
Keith R. Solar

**Members Absent:**

Faith Picking  
Corrine A. Brindley

2. **Non-Agenda Public Comment**

NONE

3. **Task Force Member and Staff Comment**

NONE

**SPECIAL ORDERS OF BUSINESS**

4. **Approval of the Record of Action from the meeting of December 18, 2012**

ACTION: Record of Action items approved unanimously 7-0.

5. **Approval of the Record of Action from the meeting of January 29, 2013**

ACTION: Record of Action items approved 5-0-2. (This item was acted on after Item #2 in the agenda.)

## AGENDA

### **6. Item-1: Information – Update/Presentation from Staff on Water Loss prevention.**

ACTION: No action taken. Information only.

Deputy Director Jesus Meda presented on the City's water loss prevention efforts. He discussed how the Public Utilities Department categorizes water loss and best management practices for mitigation. Mr. Meda outlined findings of various in house and consultant studies and discussed the scope of ongoing studies.

There was no request from the public to speak to this item.

The Task Force had several questions concerning the report:

- Concerning the IWA Standard Water Balance Table, are the actual numbers available?
- Could the estimated 30-40% of water loss due to meters be narrowed or more specifically identified?
- How long will it take to replace asbestos cement pipes, and how much will it cost?
- Are there asbestos cement pipes that have a higher priority for replacement?
- What is the City's total percentage of water loss?
- Whereas the original BMP was set at 10% loss, what are the new more targeted BMP loss goals?
- What can we do to meet this goal and how much will it cost? How cost effective is this?
- How much average water loss is occurring during main breaks or hydrant knock-overs?
- How does the City identify apparent losses in the IWA Standard Water Balance table?
- How does the City estimate unbilled-unmetered consumption?

Deputy Director Meda agreed to provide the Task Force with responses.

### **7. Item-2: Discussion/Action - Adoption of Bylaws for the Task Force.**

ACTION:

Motion to set a quorum as a simple majority of the number of Task Force members presently seated. Passed 7-0. Currently, based on a 9 member Task Force (with two vacant seats) a quorum would consist of 5 members.

ACTION:

Motion to adopt Bylaw reading, *"In conformance with Roberts Rules of Order and the Brown Act, allow approval of any motion, except those requiring a two-thirds vote, by a simple majority of the number of Task Force members actually serving as of the date of the motion."*

There was no request from the public to speak to this item.

Deputy City Attorney presented various options available to the Task Force for adoption its own bylaws. The Task Force discussed setting voting majority rule as that of those present on the date of a motion versus that of those seats filled on the date of the motion.

Motion passed 6-1.

### **8. Item-3: Discussion/Action – Conservation Working Group update and Adoption of Recommendations.**

ACTION:

Motion to adopt with revisions.

Public and Staff Comment:

Mr. Craig Kessler of Southern California Golf Association spoke in regard to large turf users. He advised acknowledging that restricting landscape watering to three days a week should not apply to large turf users such as golf courses. Through technology they can prove that water use is decreasing. With rapidly escalating water bills, reducing water cost is crucial. He spoke of a Los Angeles model that involved an alternate means of compliance program which has resulted in remarkable savings. He asked the Task Force to approve recommendations that would allow sound business practices that would also reduce water consumption, rather than setting a specific limit on watering.

Marsi Steirer of the Water Department suggested changing the wording in labeling programs from "large retailers" to "home improvement stores and nurseries." She also suggested changing the proposed requirement for frequency of conservation updates to Council Committees. She advised it would be difficult to have monthly reports, as they would not yield much more information and suggested that reports should be provided quarterly.

The Task Force revised labeling programs and frequency of reporting as suggested. The recommendation to decouple water sales from efficiency was deferred back to the Working Group for further review. With those changes, the motion passed unanimously, 7-0.

**9. Item-4: Discussion/Action – Water Recycling Group Update and Adoption of Recommendations**

**ACTION:**

Motion to adopt the recommendations as written.

There was no request from the public to speak to this item.

Chair Cary Lowe commented to the Working Group about a discussion he had with staff at the Public Utilities Department to see if there was a way to do large scale recycling of water with storm water, and would like to see this issue discussed further between the Public Utilities Department and Storm Water Department.

Motion passed unanimously, 7-0.

**10. Item-5: Discussion/Action- Innovation & Technology Working Group Update and Adoption of Recommendations.**

**ACTION:**

Motion to adopt recommendations concerning leak detection, facilitating technology development, and energy and water.

There was no request from the public to speak to this item.

Public Utilities Staff Mr. Bidson is awaiting comment from the Department on some of the recommendations. They plan on following up with the Task Force. It was noted the Director has made his concerns regarding on-site wastewater treatment known. They are also concerned with the costs associated with the advanced metering recommendation, including accelerating program to 7-10 years for implementation. The Public Utility Department is looking at doing this through its regular meter replacement program. The Department is working currently on energy reduction and a renewable source portfolio.

The Task Force discussed the differences between current on-site wastewater treatment projects within the City, some being focused on sewer mining, while others are exclusively onsite. Task Force member Schmidt commented that he is not too concerned that advanced metering implementation may be expensive. He acknowledged that it may make the recommendation a lower priority, but, as the Chair has pointed out, the Task Force's recommendations should be aspirational and not overly limited by politics or finances.

Task Force member Chunn-Heer commented that AMI can be very expensive and suggested that Water Smart Software be evaluated by the City and perhaps investigated further by the Task Force.

Task Force member Rainey asked staff how many meters are beyond the 24 year life cycle versus how many have been replaced. Staff advised they would follow up. He also asked about the cost-sharing proposal for AMI and practicality. Staff advised it would need to be evaluated. Mr. Rainey asked the Working Group about the leak detection recommendation to reduce pressure. Task Force member Schmidt advised the intent of the recommendation is to ensure the City is acting on low-hanging fruit for water loss mitigation before executing complex studies such as IBM/Brady.

Task Force member Schmidt requested the working group take up making a recommendation on reducing water loss. Ultimately it was determined such a recommendation would be best made after receiving the follow up information from City staff on its water loss presentation and made by the Conservation Working Group.

Motion passed unanimously, 6-0, except that recommendations pertaining to advanced metering and on-site wastewater treatment were referred back to the Working Group.

#### **11. Item-6: Discussion/Action- Goals and Performance Measures**

Chair Lowe commented on a meeting he had with staff and potential goals for the Task Force. He plans on presenting a revised list of proposals at the next meeting and welcomed anyone to add anything to them.

Mr. Gates from the Independent Budget Analyst office recommended the Working Groups begin identifying timelines and performance measures for the recommendations made to date by the Task Force.

#### **12. Adjournment –**

**CHAIR CARY LOWE ADJOURNED THE MEETING AT APPROXIMATELY 4:40 P.M.**

The next Task Force meeting will be held on March 26<sup>th</sup> at 2:00 pm.





**City of San Diego Water Policy Implementation Task Force**

**March 26, 2013**

**2:00 p.m. – 5:00 p.m.**

**Metropolitan Operations Center II (MOC) Auditorium**

**9192 Topaz Way, San Diego, CA 92123**

**Agenda**

1. **Call to Order- CHAIR CARY LOWE CALLED THE MEETING TO ORDER AT 2:04 P.M.**

**Members Present:**

Julia M. Chunn-Heer  
Dawn Guendert  
Corrine A. Brindley  
Gordon A. Hess  
Cary D. Lowe  
Keith R. Solar

**Members Absent:**

Faith Picking  
Glen Schmidt  
Bruce Rainey

2. **Non- Agenda Public Comment**

William Schwarz of Niagra Conservation introduced their water conservation program the "Green City Program."

Chair Lowe suggested Mr. Schwarz meet with a Task Force working group, and from there it would be up to the working group to make a recommendation.

Patrick Crais of the CLCA spoke on behalf of the contractors to offer their support for the Task Force.

3. **Task Force Member and Staff Comment**

Chair Lowe asked to move next meeting to April 29<sup>th</sup> due to a scheduling conflict. This was acceptable and agreed to by those present.

**SPECIAL ORDER OF BUSINESS**

4. **Approval of the Record of Action Items from February 25, 2013**

**ACTION:** Record of Action items approved 5-0-1.

For more information contact Greg Parkington at Council District 1 Office at 619.236.6611 or [GParkington@sandiego.gov](mailto:GParkington@sandiego.gov)  
Previously approved meeting minutes and the information about the Water Policy Implementation Task Force are available  
online: [www.sandiego.gov/citycouncil/committees/wpitf/index.shtml](http://www.sandiego.gov/citycouncil/committees/wpitf/index.shtml)

## AGENDA

### **5. Information Item – “Water & Energy Nexus” Presentation by Soma Bhadra, CEO Proteus Consulting.**

ACTION: No action taken. Information only.

Soma Bhadra of Proteus Consulting discussed the connection between water and energy issues, noting that separate regulation structures make it difficult to reduce costs. Ms. Bhadra introduced ideas and concepts that would provide a synergy between the two.

Chair Lowe suggested Ms. Bhadra to send specific recommendations to the Task Force for possible consideration at a future meeting.

### **6. Discussion & Action Item – Water Recycling Workgroup Update and Recommendations**

Task Force member Guendert introduced a recommendation to get non-potable recycled water to an economically sustainable position, noting that currently potable water ratepayers subsidize the costs of non-potable ratepayers. The Working Group proposed separating the production of waste water from the retail and distribution side.

Task Force member Solar questioned how distribution would be set up through the public/private partnership. Task Force member Guendert advised that there are many options for distribution, but none are identified by the recommendation.

Task Force member Brindley questioned if changing the rates for non-potable water put an end to the project all together. Public Utilities Staff Mr. Bidson noted that the city is currently looking at recycled water pricing.

ACTION- Motion to amend previously passed recommendation regarding non-potable water, which read:

*Existing recycled water rates were set at a discounted rate in 2001 and no provision was made for increasing them. No adjustment to the discounted rate has been made since 2001. Revisit rate structure for new users of non-potable recycled water and adjust to recover cost of service or at least index them to keep up with increases in other water rates. The City should revisit the rate structure for non-potable recycled water users per the completion of the Recycled Pricing Study in 2013.*

To read instead as follows:

Existing recycled water rates were set at a discounted rate in 2001 and no provision was made for increasing them. No adjustment to the discounted rate has been made since 2001. The recommendation is that the City re-visit rate structure for existing and new users of non-potable recycled water and institute a discounted rate that is indexed to other potable water rate, to the extent that it does not exceed the cost of service.

Motion passed 5-1.

## **7. Discussion and Action Item – Task Force Goals and Performance Measures**

Chair Lowe re-visited his goals and performances from previous meetings. The determination was made to discuss each goal independently.

**Goal 1-** Based on the average treated water consumption between 1995 and 2005 of 166 gallons per capita per day, reduce that 30% (to 116 gallons per capita per day) by 2025 and 40% (to 100 gallons per capita per day) by 2035, not including use of recycled water.

[Note: Water purification is expected to steadily increase in the coming years, regardless of how successful conservation is, so either recycled water should not be credited toward reduction in consumption or the reduction targets should be raised]

Task Force members wanted to emphasize their agreement to “not including use of recycled water”

Deputy Director, Marsi Steirer asked the task force to use the same methodology the City Council adopted in 2011 which, for the time being, would allow the use of recycled water to be counted towards the goals.

Motion to accept the goal failed 3-2.

**Goal 2-** Based on anticipated delivery of approximately 200,000 acre feet of imported water from the County Water Authority in 2015, reduce the volume of purchases of water originating outside the County 12% by 2020 and 35% by 2035.

The Chair corrected year 2020, it should have been 2025.

Motion to accept the goal with revision passed 5-0.

**Goal 3-** Increase production of recycled water, from indirect potable reuse and/or other sources, to 10% of total treated water delivered within the City by 2025 and 35% of total by 2035. Adjust these goals upward if indirect potable reuse is increased at a greater rate than currently anticipated and/or if direct potable reuse is instituted.

Task Force member Guendhert suggested striking “indirect” from the recommendation noting the uncertain direction of the City’s advanced water recycling project. Goal 3 was revised to read:

Increase production of recycled water, from potable reuse and/or other sources, to 10% of total treated water delivered within the City by 2025 and 35% of total by 2035. Adjust these goals upward if potable reuse is increased at a greater rate than currently anticipated.

Motion to accept the revised goal passed 5-0

**Goal 4-** Establish a program for treatment and recycling of storm water, based on a collaborative study between the Public Utilities Department and the Transportation & Storm Water Department, with a goal of commencing implementation of such a program by 2020.

Motion to accept the goal passed 5-0

**Goal 5-** Expand the program for conversion of landscaping to drought-tolerant planting, to include an annual minimum of 1,000 residential lots and 200 commercial sites, based on a rebate of up to \$3,000 per single-family residential lot and up to \$9,000 per commercial site.

[Note: This is a substantial increase from the program's current activity level but only a slight increase in the City's financial commitment.]

After Task Force discussion on the inability to determine if there will be enough money available for the rebates, Goal 5 was revised to read:

Expand the program for conversion of landscaping to drought-tolerant planting, to include an annual minimum of 1,000 residential lots and 200 commercial sites, based on availability of a rebate of up to \$3,000 per single-family residential lot and up to \$9,000 per commercial site.

Motion to accept the revised goal passed 5-0

## **8. ADJOURNMENT-**

**CHAIR CARY LOWE ADJOURNED THE MEETING AT APPROXIMATELY 4:15 P.M.**

The next Task Force meeting will be held on Monday, April 29<sup>th</sup> at 2:00 P.M.



**City of San Diego Water Policy Implementation Task Force**  
**April 29, 2013**  
**2:00 p.m. – 5:00 p.m.**

**Metropolitan Operations Center II (MOC) Auditorium**  
**9192 Topaz Way, San Diego, CA 92123**

**Record of Actions**

**1. Call to Order- CHAIR CARY LOWE CALLED THE MEETING TO ORDER AT 2:05 P.M.**

**Members Present:**  
Julia M. Chunn-Heer  
Dawn Guendert  
Corrine A. Brindley  
Gordon A. Hess  
Faith Picking  
Cary D. Lowe  
Glen Schmidt  
Bruce Rainey

**Members Absent:**  
Keith R. Solar

**2. Non- Agenda Public Comment**

Robert Thiele of the U.S. Green Building Council, San Diego Chapter, invited Task Force members for a May 16<sup>th</sup> tour of an onsite demonstration wastewater treatment facility at the Marine Corps Recruit Depot.

Troy Murphree of the City Community Forest Advisory Board provided input on the conservation recommendations and the need to consider trees as a useful water conservation technique.

**3. Task Force Member & Staff Comment**

Chair Lowe announced that the City Council will be acting on the Task Force's greywater recommendations at their April 30<sup>th</sup> meeting. Task Force Member Guendert volunteered to speak at the meeting on behalf of the Task Force.

**SPECIAL ORDER OF BUSINESS**

**4. Approval of the Record of Action Items from March 26, 2013**

**ACTION:** Record of action items approved 5-3.

## AGENDA

### **5. Discussion & Action Item –**

#### **Innovation & Technology Working Group Update and Recommendations**

##### **a) Supplemental Recommendation from Task Force Member Chunn-Heer**

Working Group Chair Gordon Hess presented recommendations regarding: on-site wastewater treatment, advanced metering infrastructure and the energy/water nexus.

On-Site Wastewater Treatment: Minor editing changes were made and the recommendations were moved and seconded as follows:

*Develop a set of guidelines for on-site wastewater treatment and reuse (including proposals for sewer mining operations) which detail the issues and criteria (including the financial viability of a proposed project) that proposals must meet or address in order for the City to participate in or cooperate with such projects.*

*Consider the value of both wastewater (when providing water for potential sewer mining operations) and reclaimed water (when projects provide water to City-owned properties) and increased costs or avoided costs that the City would incur or realize, and how the proposed project could impact the City's plans for potable reuse, when setting a charge for wastewater supply and/or purchase price of recycled product water provided by the project. Establish standby fees and reserved capacity charges for such projects, so that developers can take such fees into account in determining whether a proposed project makes economic sense.*

**PUBLIC COMMENT:** Clark Dawson spoke about his water reclamation pilot project. He said the project fits nicely with all of the Task Force's goals. He recommended the following words to be added to the recommendation "The Work Group recommends that the City implement a pilot project to provide data in which sound policies can be based."

**TASK FORCE COMMENT:** Task Force Member Hess advised the working group did take Mr. Dawson's suggestions into consideration in crafting their recommendations.

**ACTION:** Motion to accept the above as presented by the working group passed 8-0.

#### Advanced Metering Infrastructure recommendations:

**ACTION:** Motion to accept the recommendations with minor edits passed 8-0.

#### Energy and Water Nexus:

**PUBLIC COMMENT:** None

**TASK FORCE COMMENT:** None

**ACTION:** Motion to accept the recommendations with minor edits passed 8-0.

Supplemental Recommendation from Task Force Member Chunn-Heer:

Task Force member Chunn-Heer presented her recommendation emphasizing Council Policy 400-15 directive to for emphasis on reliable, energy efficient and economically sound water supply strategies.

PUBLIC COMMENT: Lani Lutar representing the Equinox Center spoke in support of the supplemental recommendation, but was hesitant to support the added language concerning "greenhouse gas emissions".

City Staff George Adrian from the Public Utilities Department had a few suggestions about leaving off the "preferred loading" from the end of the recommendation to avoid a preference given for energy only, as a variety of components is taken into consideration when evaluating the City's water supply portfolio.

The Task Force discussed at great length, with equal support and opposition, the last sentence of the recommendation pertaining to developing a "preferred loading order" to least embedded energy projects.

ACTION: Motion to adopt the following revised recommendation failed to receive a second:

*Take the "embedded energy" of any water supply into account in any future City water supply decisions. Since water and energy are intrinsically linked, both limited resources must be managed efficiently. Furthermore, the City should develop a preferred "loading order" of water supply options, with specific consideration given to options with the least embedded energy such as conservation, stormwater capture and water recycling.*

ACTION: Motion to adopt the recommendation, striking the last sentence, passed 7-0-1.

**6. Discussion & Action Item –  
Conservation Working Group Recommendations**

Working Group Chair Glenn Schmidt presented the Working Group's update. The Task Force discussed adding the notion of "renaming" the modified level 1 drought alert as the permanent voluntary standard, to create a more business friendly environment.

PUBLIC COMMENT: None

**TASK FORCE DISCUSSION:**

The Task Force modified recommendation #5 to include, "...up to 100% water offset program..."

At the request of Task Force member Hess, recommendation #10 concerning retrofit upon remodel was placed on hold so he could present it to his constituents for feedback.

Recommendation #11 concerning feedback technologies was modified to clarify "...pilot studies if appropriate (at the cost of the vendors)..."

**ACTION:**

Motion to adopt recommendations, excluding the timelines or performance measures, passed 7-0-1.

## **7. Discussion and Action Item – Task Force Goals and Performance Measures**

Chair Lowe reintroduced a proposed goal relating to reduction of overall water consumption, which had been discussed but not adopted at the previous meeting.

PUBLIC COMMENT: None

### **TASK FORCE DISCUSSION:**

Task Force member Chunn-Heer agreed with Chair Lowe regarding the importance of reduction of consumption as a component more self-sufficient s to water supply, including accounting for recycled water separately from other water supply.

There was some feeling among Task Force members that the new targets seem arbitrary, and that the sources of the data were uncertain.

Chair Lowe commented that he wanted to build on the State's current mandate for a 20% reduction in consumption, which has already been achieved.

City Staff Joellen Jacoby advised the success of achieving the 20% reduction was not as easily achieved as perceived, and that meeting a goal of 40% would be difficult. She also cautioned against setting much stricter water goals than other jurisdiction in the region because it sends the wrong message to businesses.

The following modified Goal was moved and seconded:

*Based on the average treated water consumption between 1995 and 2005, reduce per capita per day average treated water consumption citywide 30% by 2025 and 40% by 2035, not including use of recycled water.*

ACTION: Motion to accept the revised recommendation failed 4-4.

## **8. Discussion and Action Item-**

### **Revision and Formatting of Prior recommendations for Adoption**

Chair Lowe provided a set of compilation of the goals and recommendations to date from the Task Force. Goals and recommendations were edited solely to make them read in a clear, consistent manner, and not to change the meaning of any of them.

Apart from the conservation recommendations, which were adopted earlier in the meeting, Chair Lowe asked for a motion to re-adopt all previous recommendations in their edited and revised forms. Individual Task Force members requested that recommendations WR-4, WR-6, WR-8, and WR-10 be set aside for further discussion at the next meeting. The proposal to adopt all of the other revised recommendations was made and seconded.

ACTION: Motion passed 7-0



ADJOURNMENT—

CHAIR CARY LOWE ADJOURNED THE MEETING AT APPROXIMATELY 4:40 P.M.

The next Task Force meeting will be held on Tuesday, May 21st at 2:00 P.M.

For more information contact Greg Parkington at Council District 1 Office at 619.236.6611 or [GParkington@sandiego.gov](mailto:GParkington@sandiego.gov)  
Previously approved meeting minutes and the information about the Water Policy Implementation Task Force are available  
online: [www.sandiego.gov/citycouncil/committees/wpitf/index.shtml](http://www.sandiego.gov/citycouncil/committees/wpitf/index.shtml)



City of San Diego Water Policy Implementation Task Force  
May 21, 2013  
2:00 p.m. – 5:00 p.m.

Metropolitan Operations Center II (MOC) Auditorium  
9192 Topaz Way, San Diego, CA 92123

Record of Actions

1. Call to Order- CHAIR CARY LOWE CALLED THE MEETING TO ORDER AT 2:11 P.M.

Members Present:

Julia M. Chunn-Heer  
Dawn Guendert  
Corrine A. Brindley  
Gordon A. Hess  
Faith Picking  
Cary D. Lowe  
Glen Schmidt  
Bruce Rainey  
Keith R. Solar

Members Absent:

None

2. Non- Agenda Public Comment: None

3. Task Force Member & Staff Comment

Chair Lowe announced that two replacement Task Force members had been confirmed by the City Council and were expected to be sworn in prior to the next meeting.

City staff Luis Generoso presented three student-produced short films submitted to the Public Utilities Department's "Waste No Water" film contest.

**SPECIAL ORDER OF BUSINESS**

4. Approval of the Record of Action Items from April 29, 2013

ACTION: Record of action items approved 8-0-1.

## **AGENDA**

### **5. Discussion & Action Item – Conservation Working Group Update & Recommendations** **a) Consideration of Proposals from Community Forest Advisory Board**

**TASK FORCE DISCUSSION:** Chair Lowe presented the edited version of the Conservation Working group recommendations for adoption and Chair Lowe asked for clarification on number 7. Task Force Member Schmidt advised they removed the portion concerning the availability of rebates because it would give staff more flexibility.

**PUBLIC COMMENT:** None

**ACTION:** Motion to adopt edited recommendations as presented approved 9-0-0.

#### **TASK FORCE DISCUSSION:**

Task Force Member Schmidt re-introduced a Conservation recommendation in support of requiring retrofitting of plumbing fixtures in connection with substantial remodeling.

Task Force Member Hess opposed linking retrofits to something unrelated to the remodel itself.

Task Force Member Picking agreed with Task Force Member Hess' objection. She expressed concern that adoption of the recommendation imposing stricter guidelines on this issue than exist in other neighboring cities could result in lost business to the City.

#### **PUBLIC COMMENT:**

Mike Nagy with the Regional Chamber of Commerce opposed applying this proposed recommendation to commercial properties.

Sean Karafin from the County Tax Payers Association opposed the recommendation.

**ACTION:** Motion to adopt the recommendation failed 4-5.

#### **TASK FORCE DISCUSSION:**

Task Force Member Schmidt presented revisions to certain of the previously adopted Conservation recommendations, based on input from the City's Community Forest Advisory Board.

#### **PUBLIC COMMENT:**

Anne Fege of the Community Forest Advisory Board commented on the proposed changes.

Troy Murphree of the Community Forest Advisory Board spoke in favor of the proposed changes.

#### **TASK FORCE DISCUSSION:**

Task Force Member Chunn-Heer expressed concern that adding references to "trees" to the recommendations in question could confuse the intent, by making it appear that the focus is solely on trees.

**ACTION:** None

**6. Discussion & Action Item – Water Recycling Working Group Update & Recommendations**

**a) Consideration of Proposals from Community Forest Advisory Group**

**TASK FORCE DISCUSSION:**

Revisions to certain of the previously adopted Recycling Working Group recommendations, based on input from the City's Community Forest Advisory Board, were presented.

**PUBLIC COMMENT:**

Anne Fege of the Community Forest Advisory Board proposed revisions to certain previously adopted Recycling recommendations to incorporate references to trees.

**TASK FORCE DISCUSSION:**

Task Force Member Guendert expressed concern that the proposed revisions would distract from the intent of the original recommendations.

**ACTION:**

Motion to add "trees" to WR No. 5 and return other proposals to the Working Group passed 9-0.

**TASK FORCE DISCUSSION:**

The Task Force discussed WR No's 4, 6, 8 and 10, which had been deferred at the prior meetings' mass re-adoption of the edited recommendations.

**ACTION:** A motion to accept the minor edits to 4, 8, and 10 and accepting 6 as-is passed 9-0.

**7. Discussion and Action Item – Task Force Goal and Recommendations**

**TASK FORCE DISCUSSION:**

Proposed new and revised recommendation submitted from the public, relating to promoting on-site wastewater treatment facilities, were presented.

**PUBLIC COMMENT:** Robert Thiele spoke about the "Living Machine" project, a nature simulation wetlands process at the Marine Corps Recruit Depot which recycles wastewater for irrigation.

**TASK FORCE DISCUSSION:**

Task Force Members discussed the proposed revisions and new recommendations, and agreed that more information needs to be presented and considered before a vote on these items could take place.

**ACTION:** Proposed new and revised recommendations referred back to Innovation Technology Group.

**TASK FORCE DISCUSSION:**

Task Force Member Guendert commented that WR-7 was mistakenly changed in the previous meeting.

**ACTION:** Motion to revise recommendation passed 8-1-0.

**TASK FORCE DISCUSSION:**

Task Force Chair Lowe opened discussion of a proposed Goal addressing reduction of citywide water consumption.

**PUBLIC COMMENT:**

Sean Karafin from the County Tax Payers Association addressed the draft Goal, and particularly the exclusion of recycled water from any calculation of water use reduction, in light of the State counting such recycled water in determining water use reduction.

**TASK FORCE DISCUSSION:**

Chair Lowe commented that the intent is to propose actual reduction of water consumption, apart from any recycling activity, which is why he would like to consider not counting recycled water.

Task Force Member Solar addressed the concerns expressed by Task Force members in rejecting a previous version of this Goal, and introduced a version.

The Task Force discussed separating residential and commercial consumption, since the gallons per capita per day targets for each are different.

**ACTION:**

Recommendation referred back to the Conservation Working Group, with a request to bifurcate the goal into separate residential and commercial targets.

**8. Discussion and Action Item- Task Force Performance Measures and Timing**

**INFORMATION ONLY:**

Chair Lowe spoke about the Public Utilities Department's responses to the Compilation of Goals and Recommendations through 4/29/13. Since Task Force Members were not given sufficient notice of the Department's comments, no action was taken, and the Performance Measures and Timing for all Recommendation were deferred to the next meeting.

**ADJOURNMENT—**

**CHAIR CARY LOWE ADJOURNED THE MEETING AT APPROXIMATELY 4:30 P.M.**

The next Task Force meeting will be held on Monday, June 24<sup>th</sup> at 2:00 P.M., in the MOC Auditorium.



**City of San Diego Water Policy Implementation Task Force**

**June 24, 2013**

**2:00 p.m. – 5:00 p.m.**

**Metropolitan Operations Center II (MOC) Auditorium**

**9192 Topaz Way, San Diego, CA 92123**

**Agenda**

- 1. Call to Order- CHAIR CARY LOWE CALLED THE MEETING TO ORDER AT 2:04 P.M.**

**Members Present:**

Corrine A. Brindley  
Julia M. Chunn-Heer  
Konstantine P. Georgakakos  
Dawn Guendert  
Gordon A. Hess  
Cary D. Lowe  
Faith Picking  
Bruce Rainey  
Glen Schmidt  
Keith R. Solar  
Robert Thiele

**Members Absent:**

NONE

- 2. Non- Agenda Public Comment**

None.

- 3. Task Force Member and Staff Comment**

Chair Lowe introduced new Task Force members Konstantine P. Georgakakos and Robert Thiele.

Chair Lowe mentioned Orange County's expanding waste water program (by 40% in the next two years) as a potential model for the City of San Diego and other jurisdictions.

Chair Lowe mentioned reading an article about how Milwaukee has gained an identity as a water innovations center for their promotion of companies prominent in water-related research and production. He suggested that this could be replicated in San Diego.

#### SPECIAL ORDER OF BUSINESS

##### **4. Approval of the Record of Action Items from May 21, 2013**

ACTION: Record of Action items approved (8-0-2). Task Force member Picking not yet present.

#### AGENDA

##### **5. Discussion & Action Item – Innovation & Technology Working Group Update and Recommendations**

Task Force member Hess introduced a recommendation to change the wording of Recommendations IT8 and IT9. These would direct the city to conduct an open stakeholder process to create guidelines for on-site wastewater treatment projects and to provide direction for proposed projects meeting certain criteria.

Task Force member Guendert requested that the strikeout in IT9 be reinserted in the modified version, with the support of the Working Group.

PUBLIC COMMENT: None.

ACTION: Motion to amend Recommendations IT8 and IT9, with Task Force member Guendert's request to reinsert the struck-out text in IT9. Motion passed 11-0.

##### **6. Discussion & Action Item – Conservation Working Group Update, Recommendations and Goal**

Task Force member Schmidt introduced a recommendation to change the wording of Recommendation C6 to emphasize not only trees, but also other groundcover species. He recommended adding new Recommendation C11, to emphasize the environmental and social benefits of low and moderate water use species, thereby protecting them from impacts of water conservation efforts.

Task Force member Chunn-Heer explained that trees often are impacted by water conservation, so their benefits should be specifically mentioned.

Task Force member Georgakakos questioned how the level of water conservation is determined. Task Force member Schmidt advised that documentation widely used in the field of landscape architecture distinguishes levels of water use of various plant and tree species.

PUBLIC COMMENT:

Tershia D'Elgin from the Community Forest Advisory Board informed the Task Force that the city no longer has an urban forest program or an Urban Forester. Therefore, Ms. D'Elgin recommended an action item to reestablish /fund the Advisory Board and Urban Forester.

ACTION: Motion to approve C6 as presented. Motion passed 11-0.

ACTION: Motion to approve C11 as presented with substitutes to ground cover species, along with the accompanying Performance Standard and Timing. Motion passed 9-2.

Task Force member Schmidt described the Working Group's efforts to draft a conservation goal relating to overall reduction in water consumption in the City, and presented a proposed new Goal.

Chair Lowe explained that there had been much concern expressed at the previous meeting regarding how this would apply to commercial and industrial users, and also regarding whether recycled water should be categorized as conservation.

Task Force member Hess introduced a different version of this goal.

The Task Force debated the issue of crediting recycled water in toward conservation efforts. The point was raised that potable reuse alone could achieve a near 35% reduction in gpcd per Mr. Hess's proposal. However, the State and region already allows for recycled water to count toward achieving the existing conservation goals.

**ACTION:** Motion to adopt the following goal as introduced by Task Force member Hess:

The Task Force acknowledges the substantial progress the residents and businesses of San Diego have made in meeting the state-mandated goal of reducing per capita water consumption by 20 percent by 2020. With implementation of the recommendations made by the Task Force, including the proposed potable reuse project, the Task Force believes that it is possible to expand this goal and achieve a 35 percent reduction in calculated per capita water usage by the year 2035.

Motion passed 7-3-1.

**ACTION:** Motion by Task Force member Chunn-Heer to adopt the conservation goal as proposed by the Conservation Working Group. Motion failed 4-6-1.

Chair Lowe asked Task Force member Chunn-Heer to introduce a new potential goal that would best capture the Task Force's thoughts on environmental benefits and consequences of water projects. Task Force member Chunn-Heer presented several options to the group which sought to acknowledge the environmental issues inherent in water policy decisions and the opportunities to achieve multiple benefits in the course of water management.

**ACTION:** Motion to adopt the following goal as introduced:

Consider the tradeoffs between expanding multiple benefits and potential environmental consequences in water management.

Motion passed 10-0-1.

## **7. Discussion and Action Item – Final Task Force Compilation of Recommendations**

### **a. Performance Measures, Timelines, and Headings**

Chair Lowe presented the final Task Force Compilation of Recommendations. The Compilation of Recommendations included proposed performance measures, timelines and headings, intended to



help the staff and City Council identify actions they will need to take to implement the Task Force's recommendations.

Chair Lowe advised that whether the City Council will take any of the proposed actions or how soon the Council may take such actions will be at their discretion. He further noted that some recommendations require allocation of departmental resources and/or appropriations of funds by the Council, and that any such appropriations would have to wait until the next city budget cycle.

Task Force member Picking asked that the Task Force revisit Recommendation WR5. She advised that the City already is dealing with the storm water management programs in accordance with the new Regional Water Quality Control Board permit requirements. Consequently, she suggested that the Task Force should not recommend funding of certain programs, but rather should propose investigating them first.

Seth Gates from the Office of the Independent Budget Analyst informed the Task Force that his office is planning to make a presentation on the new storm water permit to the Natural Resources & Culture Committee.

ACTION: Motion to use the word 'investigate' rather than the word 'develop' in WR5.  
Motion passed 10-0-1.

Task Force member Thiele suggested editing Goal 2 by deleting the phrase "from potable reuse and/or other sources".

ACTION: Motion to amend Goal 2 with Mr. Thiele's corrections. Motion passed 11-0.

PUBLIC COMMENT: None.

ACTION: Motion to adopt Compilation of Goals and Recommendations document in entirety.  
Motion passed 11-0.

## **8. Discussion and Action Item -- Transmittal Letter**

### **a. Working Group Reports as Appendices**

Chair Lowe presented a draft letter for transmittal of the Task Force final report to the City Council, and asked for any comments or suggestions, which he would incorporate into the final version of the letter.

The Task Force discussed minor editing changes and areas for emphasis in the transmittal letter. Chair Lowe asked them to submit any additional comments by email.

Chair Lowe reported that Councilwoman Lightner had suggested attaching all of the Task Force's Records of Actions to the final report, and asked for Task Force comments. There were no objections, and Chair Lowe's indicated his intention to follow the suggestion.

Chair Lowe indicated that the final report will be presented to IROC at their next meeting on July 15, 2013. They will be asked review it and prepare any comments they wish to submit to the City Council, and transmit those comments to the Task Force at the earliest possible time. The goal is to

transmit the final report and associated documents to the City Council in time to have it reviewed by the Natural Resources and Culture Committee at their September meeting. In the event IROC has comments that require the Task Force to reconvene, notices will be sent to all Task Force members. A meeting would then be scheduled, with the hope that at least a majority can attend, so that actions can be taken.

Chair Lowe thanked all the Task Force members, and especially the Task Force officers and Working Group Chairs, for their service. He also thanked Task Force staff, other city staff, representatives of other public agencies and members of the public, who assisted the Task Force and/or made information presentations to the Task Force. Task Force member Schmidt thanked Chair Lowe for his service.

PUBLIC COMMENT: None.

Chair Lowe explained that, since the Task Force may not meet again, the City Attorney had advised that the recording of this meeting should be adopted as the official Record of Action.

ACTION: Motion to adopt the recorded version of the meeting as the Record of Action, and authorize staff to prepare their usual written summary, subject to Chair Lowe's review, to be included in the Task Force's records. Motion passed 11-0.

#### 9. ADJOURNMENT-

**CHAIR CARY LOWE ADJOURNED THE MEETING AT APPROXIMATELY 4:04 P.M.**

**This is currently the last Task Force meeting, unless suggestions made by the Independent Rates Oversight Committee necessitate an additional meeting.**